

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS in the CSC website:


MILAGROS C. PAÑO
Administrative Officer IV

Date: November 15, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Engineer II	OSEC-DPWHB- ENG2-540135- 2012	16	39,672.00	Bachelor's degree in Engineering relevant to the job	None Required	None Required	RA 1080 (CE)		DPWH Leyte First DEO
2	Engineer II (Electrical Engineer)	OSEC-DPWHB- ENG2-623- 1998	16	39,672.00	Bachelor's degree in Engineering relevant to the job	None Required	None Required	RA 1080 (EE)		DPWH Leyte First DEO
3	Administrative Assistant III (Sr. Bookkeeper)	OSEC-DPWHB- ADAS3-540034- 2012	9	21,129.00	Completion of two (2) years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service - (Sub Professional) First Level Eligibility		DPWH Leyte First DEO
4	Administrative Aide VI (Accounting Clerk II)	OSEC-DPWHB- ADA6-540044- 2012	6	17,553.00	Completion of Two years studies in College	None Required	None Required	Career Service - (Sub Professional) First Level Eligibility		DPWH Leyte First DEO

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **November 28, 2023**. (Re-publication)

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MARK ANTHONY MJ. ALEJO, ASEAN Eng.

District Engineer

DPWH Leyte 1st DEO, Pawing, Palo, Leyte

pano.milagros@dpwh.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.