



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
LEYTE FOURTH
DISTRICT ENGINEERING OFFICE
REGIONAL OFFICE VIII
Ormoc City
Request for Re-Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the republication of the following vacant position, which are authorized to be filled, at the DPWH Leyte Fourth DEO, in the CSC website:

GLEND A. QUIÑONES
Administrative Officer V
March 9, 2020

Date:

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	Administrative Officer IV (Budget Officer II)	OSEC-DPWHB- ADOF4-540035- 2012	15	P 32,053.00	Bachelor's degree relevant to the job	4 hrs. of relevant training	1 year of relevant experience	Career Service (Professional) (2nd level eligibility)		Finance Section

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 March 23, 2020. Attach the following documents to the application letter and send to the address

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.

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

GLEND A. QUIÑONES
Administrative Officer V
DPWH Leyte Fourth DEO
Punta, Ormoc City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.