



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
**LEYTE FOURTH
DISTRICT ENGINEERING OFFICE**
REGIONAL OFFICE VIII
Ormoc City
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 DPWH Leyte Fourth DEO, in the CSC website:

LINO FRANCISCO C. GONZALEZ
District Engineer
August 17, 2020

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-DPMWB-ENG2-540071-2012	16	P 35,106.00	Bachelor's degree in Engg. relevant to the job	None required	None required	RA 1080		Quality Assurance Section
1	Administrative Officer III (Records Officer II)	OSEC-DPMWB-ADO3-540043-2012	14	29,277.00	Bachelor's degree	4 hrs. of relevant training	1 year of relevant experience	Career Service (Professional) (2nd level eligibility)		Administrative Section
1	Administrative Assistant III (Sr. Bookkeeper)	OSEC-DPMWB-ADAS3-540029-2012	9	18,784.00	Completion of two years studies in college	4 hrs. of relevant training	1 year of relevant experience	Career Service (Subprofessional) (1st level eligibility)		Finance Section
1	Engineering Assistant	OSEC-DPMWB-ENGAS-540001-2016	8	17,505.00	Completion of two years studies in college	4 hrs. of relevant training	1 year of relevant experience	Career Service (Subprofessional) (1st level eligibility)		Planning and Design Section
1	Laboratory Technician II	OSEC-DPMWB-LABT2-540007-2019	8	17,505.00	Completion of two years studies in college	4 hrs. of relevant training	1 year of relevant experience	Career Service (Subprofessional) Laboratory Technician (MC 11, s. 96-Cat. II) 1st level eligibility		Quality Assurance 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 September 1, 2020.

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:

LINO FRANCISCO C. GONZALEZ
District Engineer
DPWH Leyte Fourth DEO
Punta, Ormoc City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.