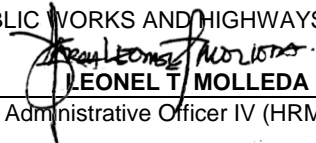


Republic of the Philippines  
**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS**  
Request for Publication of Vacant Positions

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:

  
**LEONEL T. MOLLEDA**  
Administrative Officer IV (HRMO II)

Date: 12-Feb-24

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-ENG2-540023-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
2	Engineer II	OSEC-DPWHB-ENG2-540024-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
3	Engineer II	OSEC-DPWHB-ENG2-540025-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
4	Engineer II	OSEC-DPWHB-ENG2-540026-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)

5	Engineer II	OSEC-DPWHB-ENG2-540027-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
6	Engineer II	OSEC-DPWHB-ENG2-540028-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
7	Engineer II	OSEC-DPWHB-ENG2-540029-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
8	Engineer II	OSEC-DPWHB-ENG2-540030-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
9	Engineer II	OSEC-DPWHB-ENG2-540031-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	RA 1080 (Civil Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
10	Engineer II	OSEC-DPWHB-ENG2-540032-2023	16	39,672.00	Bachelor's Degree in Engineering relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	RA 1080 (Electrical Engineer)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
11	Administrative Officer I (Supply Officer I)	OSEC-DPWHB-ADOF1-540013-2023	10	23,176.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) 2nd Level Eligibility	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)

12	Engineering Assistant (Draftsman II)	OSEC-DPWHB-ENGAS-540014-2023	8	19,744.00	Completion of two (2) years studies in college or High School graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), Draftsman or Illustrator (MC 11, s. 96 - Cat. 1) 1st Level Eligibility	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
13	Administrative Assistant II (Disbursing Officer II)	OSEC-DPWHB-ADAS2-540011-2012	8	19,744.00	Completion of two (2) years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) 1st Level Eligibility	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
14	Administrative Assistant I (Computer Operator I)	OSEC-DPWHB-ADAS1-540019-2023	7	18,620.00	Completion of two (2) years studies in college or High School graduate with relevant vocational/trade course	None Required	None Required	Career Service (Subprofessional), Data Encoder (MC 11, s. 96 - Cat. 1) 1st Level Eligibility	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
15	Administrative Assistant I (Computer Operator I)	OSEC-DPWHB-ADAS1-540020-2023	7	18,620.00	Completion of two (2) years studies in college or High School graduate with relevant vocational/trade course	None Required	None Required	Career Service (Subprofessional), Data Encoder (MC 11, s. 96 - Cat. 1) 1st Level Eligibility	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
16	Administrative Assistant I (Computer Operator I)	OSEC-DPWHB-ADAS1-540021-2023	7	18,620.00	Completion of two (2) years studies in college or High School graduate with relevant vocational/trade course	None Required	None Required	Career Service (Subprofessional), Data Encoder (MC 11, s. 96 - Cat. 1) 1st Level Eligibility	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
17	Administrative Aide VI (Mechanic II)	OSEC-DPWHB-ADA6-540018-2023	6	17,553.00	High School Graduate of Completion of relevant vocational/trade course	None Required	None Required	Mechanic (MC 11, s. 96 - Cat. I)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)

18	Construction and Maintenance Capataz	OSEC-DPWHB-CMCZ-540018-2023	5	16,543.00	Elementary School Graduate	None Required	None Required	None Required (MC 11, s. 96 - Cat. III)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)
19	Heavy Equipment Operator I	OSEC-DPWHB-HEO1-540020-2023	4	15,586.00	High School Graduate of Completion of relevant vocational/trade course	None Required	None Required	Heavy Equipment Operator (MC 11, s. 96 - Cat, I)	-	DPWH-Leyte 2nd District Engineering Office, MacArthur, Leyte (Re-Publication only)

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 February 23, 2024.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet which can be downloaded at
2. Performance rating **in the last two rating periods** (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records.
5. Certificate of Employment or Service Record;
6. Photocopy of training certificates; and
7. 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:

**LEO EDWARD L. OPPURA**  
 District Engineer  
 DPWH, Leyte 2nd District Engineering Office,  
[asis.annabelle@dpwh.gov.ph](mailto:asis.annabelle@dpwh.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**