

CS Form No. 9
Series of 2017

Republic of the Philippines
Leyte First District Engineering Office
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant position of Leyte First District Engineering Office in the CSC website:

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

Date: February 27, 2019

NO.	POSITION TITLE	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer III (Cashier II)	OSEC- DPWHB- ADOF3 -540058- 2012	14	26,494.00	Bachelor's degree	Four (4) hrs. of relevant training	One (1) year of relevant experience	CSC (Prof..) Second Level Eligibility		DPWH, Leyte 1st 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 March 15, 2019.

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 present position for one (1) year (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:

MILAGROS C. PAÑO
Administrative Officer IV
Leyte 1st District Engineering Office
pano.milagros@dpwh.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

