


Republic of the Philippines  
Land Transportation Office, R.O. 8  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LAND TRANSPORTATION OFFICE, R.O. 8 in the CSC website:

  
EDGAR A. CATARONGAN, MPA  
(Head of Agency)


Date: September 1, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide IV	OSEC-DOTrB-ADA4-476-2017	4	152,088.00	Completion of 2 years studies in college	None required	None required	CS Sub-Professional 1st level eligibility	Computer literate	Tacloban District Office
2	Administrative Officer I	OSEC-DOTrB-ADOF1-211-2017	10	224,616.00	Bachelor's degree	None required	None required	CS Professional Second level eligibility	Computer literate	Borongan District Office
3	Administrative Officer I	OSEC-DOTrB-ADOF1-215-2017	10	224,616.00	Bachelor's degree	None required	None required	CS Professional Second level eligibility	Computer literate	Catbalogan District Office
4	Chief Transportation Regulation Officer (CTRO)	OSEC-DOTrB-CTRO-142-2017	24	879,588.00	Master's Degree or Certificate on Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention undertaken within the last five years	4 years of supervisory/ management experience	CS Professional/ Second Level Eligibility	Building collaborative and inclusive working relationships - Intermediate Managing performance and Coaching for results-Intermediate Leading Change - Intermediate Thinking Strategically-Intermediate Creating & Nurturing a high performing organization - Intermediate	Operations Division LTO Regional Office 8  *Republication

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 **30 September 2018**

- 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](http://www.csc.gov.ph);
- Performance rating in the present position for one (1) year (applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

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

  
EDGAR A. CATARONGAN, MPA  
REGIONAL DIRECTOR  
OLD ARMY ROAD, TACLOBAN CITY  
[ltoregionaloffice8@gmail.com](mailto:ltoregionaloffice8@gmail.com)

**Note: Persons with disability are encouraged to apply.**  
Persons with different religion ethnicity or political affiliation may also apply.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.