

Republic of the Philippines
Land Transportation Office, R.O. 8
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 LAND TRANSPORTATION OFFICE, R.O. 8 in the CSC website:



KATHERINE C. DY

Administrative Officer V (HRMO III)

Date: October 12, 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	Administrative Officer III (Cashier II)	OSEC-DOTrB-ADOF3-340-2017	14	29,277.00	Bachelor's Degree	4 hours relevant training	1 year of relevant experience	CS Professional/ Second level eligibility	Computer literate; knowledge in accounting & cash management	Naval District Office, Naval, Biliran

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 **31 October 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 (applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

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

RHODELIO V. POLIQUIT

Regional Director

GOVERNMENT CENTER, CANDAHUG, PALO, LEYTE

ltoregionaloffice8@gmail.com

Note: Re-Publication

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	Attorney II	OSEC-DOTrB-ATY2-125-2017	18	42,159.00	Bachelor of Laws	None required	None required	RA 1080 (Lawyer)	Knowledge on RA 4136 and other related traffic, laws, rules and regulations. Knowledge on legal matters. Updated on latest issuances related to his/her profession.	Office of the Regional Director
2	Administrative Officer I (Supply Officer I)	OSEC-DOTrB-ADOF1-209-2017	10	20,219.00	Bachelor's Degree	None required	None required	CS Professional Second level eligibility	Knowledge in various supply activities such as inspection, delivery, storekeeping and issuing. Knowledge in purchasing, canvassing and bidding activities. Knowledge in 5S Standards in relation to storekeeping of supplies.	Administrative Division

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