

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

Republic of the Philippines  
**LAND TRANSPORTATION OFFICE**  
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 in the CSC website:

  
KATHERINE C. DY  
HRMO III

Date: October 1, 2021

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-ADOF3-335-2017	14	30,799	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	CS Professional Second level eligibility	Computer lietrate; knowledge in accounting and cash management	Calbayog District Office
2	Supervising Transportation Regulation Officer (SVTRO)	OSEC-DOTrB-SVTRO-139-2017	22	68,415	Bachelor's degree relevant to the job	16 hours of relevant training	3 year of relevant experience	CS Professional Second level eligibility	Building Collaborative and Inclusive Working Relationship - Advanced; Managing Performance & Coaching for Results - Advanced; Leading Change - Advanced Thinking Strategically and Creatively - Advanced; Creating and Nurturing a High Performing Organization -Advanced	Carigara District Office

3	Supervising Transportation Regulation Officer (SVTRO)	OSEC-DOTrB-SVTRO-143-2017	22	68,415	Bachelor's degree relevant to the job	16 hours of relevant training	3 year of relevant experience	CS Professional Second level eligibility	Building Collaborative and Inclusive Working Relationship - Advanced; Managing Performance & Coaching for Results - Advanced; Leading Change - Advanced Thinking Strategically and Creatively - Advanced; Creating and Nurturing a High Performing Organization -Advanced	Naval District Office
4	Supervising Transportation Regulation Officer (SVTRO)	OSEC-DOTrB-SVTRO-136-2017	22	68,415	Bachelor's degree relevant to the job	16 hours of relevant training	3 year of relevant experience	CS Professional Second level eligibility	Building Collaborative and Inclusive Working Relationship - Advanced; Managing Performance & Coaching for Results - Advanced; Leading Change - Advanced Thinking Strategically and Creatively - Advanced; Creating and Nurturing a High Performing Organization -Advanced	Tacloban District Office

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 October 15, 2021.

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](http://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:

RHODELIO V. POLIQUIT

REGIONAL DIRECTOR

Government Center, Candahug, Palo, Leyte

[ltoro8hr@gmail.com](mailto:ltoro8hr@gmail.com)

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