

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:


KIM MACY E. REOMA
HRMO

Date: 05-Jul-23

| 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 II (HRMO I) | OSEC- DPWHB- ADOF2-10- 2015 | 11 | 27,000 | Bachelor's degree | None required | None required | Career Service (Professional) Second Level Eligibility | | Southern Leyte District Engineering Office - Administrative |
| 2 | | | | | | | | | | |

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 July 15, 2023.

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** (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:

KIM MACY E. REOMA

Administrative Officer IV (HRMO II)

Ibarra, Maasin City, Southern Leyte

dpwhsldehrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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