



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Muralla St., Intramuros, Manila



Certificate No.: AJA15-0048

PUBLICATION OF VACANT POSITIONS

(Pursuant to RA 7041)
as of 07 November 2016

BUREAU OF LABOR RELATIONS

Requirements:

1. Application letter addressed to Director Benavidez indicating the position applied for and the item number.

Atty. BENJO SANTOS M. BENAVIDEZ

Director, Bureau of Labor Relations

6th Floor BF Condominium Bldg., Solana St.,

Intramuros, Manila

2. Duly accomplished Personal Data Sheet with latest passport size photo, sedula and thumb mark;
3. Copy of latest performance rating (for government employees);
4. Copy of TOR, Diploma and Certificate of Eligibility (CSC or RA 1080);
5. Certificate of Employment with actual duties and responsibilities (if applicable); and,
6. Certificate of seminars/trainings attended (if applicable);

Note: Only qualified applicants with complete requirements will be processed.

Position Title : **INFORMATION SYSTEMS ANALYST II**

Item No/s. : INFOSA2-21-2009

No. of Position/s : 1

Division : Policy and Program Development Division

Salary Grade : 16 (P 28,417)

Job Qualifications

Education : Bachelor's degree relevant to the job

Experience : One (1) year of relevant experience

Training : Four (4) hours of relevant training conducted by the Civil Service Commission-
Accredited Training Institutions

Eligibility : CS Professional or Second Level eligibility

Brief Description of the Position

Under general supervision, assists in the analysis, design and maintenance of information systems, assists in the conduct of technical training to managers and users of information systems and does related work.

****nothing follows****