



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



## **PUBLICATION OF VACANT POSITIONS**

(Pursuant to RA 7041)  
as of 22 March 2017

### **BUREAU OF WORKING CONDITIONS**

#### **Requirements:**

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

#### **DIRECTOR MA. TERESITA S. CUCUECO**

Bureau of Working Conditions

3<sup>rd</sup> Floor, DOLE Building, 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.**

<b>Position Title</b>	:	<b>SUPERVISING LABOR AND EMPLOYMENT OFFICER</b>
<b>Item No/s.</b>	:	SVLEO-23-1998
<b>No. of Position/s</b>	:	1
<b>Division</b>	:	Labor Standards Review and Appeals Division
<b>Salary Grade</b>	:	22 (P 52,783)

**Job Qualifications**

- Education : Bachelor's degree
- Experience : Three (3) years of relevant experience
- Training : Sixteen (16) 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**

Assists in directing studies and analyzes of laws, policies, rules and regulations affecting the organization's programs and projects and submits the necessary recommendations.

\*\*\*\*nothing follows\*\*\*\*