



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 13 November 2016

### **BUREAU OF WORKING CONDITIONS**

#### **Requirements:**

1. Application letter addressed to OIC-Director Curada indicating the position applied for and the item number.

**Atty. ALVIN B. CURADA**

OIC-Director, 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.**

**Position Title** : **LABOR AND EMPLOYMENT OFFICER I**

**Item No/s.** : LEO1-9-1998

**No. of Position/s** : 1

**Division** : Policy and Program Development Division

**Salary Grade** : 11 (P 19,077)

**Job Qualifications**

Education : Bachelor's degree

Experience : None required

Training : None required

Eligibility : CS Professional or Second Level eligibility

**Brief Description of the Position**

Under takes major researches and submits recommendations on critical analysis of various reports and/or technical literatures concerning the information.

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