



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



## **PUBLICATION OF VACANT POSITIONS**

(Pursuant to RA 7041)  
as of 01 February 2016

### **BUREAU OF WORKERS WITH SPECIAL CONCERNS**

#### **Requirements:**

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

**Director AHMMA CHARISMA L. SATUMBA**

Bureau of Workers with Special Concerns  
9<sup>th</sup> Floor, G.E. Antonino Building, T.M. Kalaw  
Corner J.Bocobo St., Ermita, 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.** : LEO1-40-1998

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

**Division** : Young Workers Development Division

**Salary Grade** : 11 (P 18,549)

**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 immediate supervision, undertakes activities relative to national and local government agencies affecting young workers to facilitate their greater access to adequate social protection and welfare benefits, work employment and decent working conditions.

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