



PUBLICATION OF VACANT POSITIONS

(Pursuant to RA 7041)
as of 06 February 2017

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
9th 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 III Republication
Item No/s.	:	LEO3-275-1998
No. of Position/s	:	1
Division	:	Women Workers Development Division
Salary Grade	:	16 (P 30,044)

Job Qualifications

- Education : Bachelor's degree
- 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 formulation of Bureau's strategic plan, thrusts and priorities concerning rural workers, women workers, young workers, working children, informal workers, differently abled, older and elderly workers and workers in the personal service of another.

****nothing follows****