



PUBLICATION OF VACANT POSITIONS

(Pursuant to RA 7041)
as of 12 October 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
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 I**

Item No/s. : LEO1-21-1998

No. of Position/s : 1

Division : Workers in the Informal Sector 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 general supervision, undertakes activities relative to employment generation, facilitation, preservation and maintenance of industrial peace, employment enhancement and protection and does related work.

****nothing follows****