

Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF LABOR AND EMPLOYMENT in the CSC website:

**BRENALYN A. PEJI**

DIRECTOR IV

Date:

February 01, 2023

No.	Position Title <b>(Parenthetical Title, if applicable)</b>	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Information Technology Officer II	OSEC-DOLEB-ITO2-1-1998 (vice Amelita H. Roque)	22	71,511.00	Bachelor's degree relevant to the job	Twenty four (24) hours of relevant training	Four (4) years of relevant experience	CS-Professional or 2nd Level Eligibility		DOLE Central Office - Planning Service

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than February 13, 2023.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

**ADELINA T. DE CASTRO**

Director IV, Planning Service

6F, DOLE Bldg., Muralla St., Intramuros, Manila

[ps@dole.gov.ph](mailto:ps@dole.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**