

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. DEJI
DIRECTOR IV

Date:

MAY 19 2023

No.	Position Title (Parenthetical Title, if applicable)	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 I	OSEC-DOLEB-ITO1-3-2009 (vice Abordo)	19	51,357.00	Bachelor's Degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	CS-Professional or Second Level Eligibility		DOLE-Central Office Bureau of Local Employment
2	Administrative Aide VI (Clerk III)	OSEC-DOLEB-ADA6-58-2004 (vice Siy)	6	17,553.00	Completion of two (2) years studies in college	None required	None required	CS-Subprofessional or First Level Eligibility		DOLE-Central Office Bureau of Local Employment

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 **MAY 31 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;
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:

DIRECTOR PATRICK P. PATRIWIRAWAN JR.
Bureau of Local Employment
6th Floor, First Intramuros BF Condominium Corporation, Solana St.
corner Andres Soriano Ave. (Aduana St), Intramuros, Manila
hrmo@ble.dole.gov.ph / ble@dole.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.