



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Intramuros, Manila



Certificate Number: AJA15-0048

PUBLICATION OF VACANT POSITIONS

(Pursuant to RA 7041)
as of 10 January 2019

BUREAU OF LOCAL EMPLOYMENT

Requirements:

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

Director DOMINIQUE R. TUTAY

Bureau of Local Employment

6th Floor BF Condominium Bldg., Solana St.,

Intramuros, 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 Transcript of Records and Diploma;
5. Copy of Certificate of Eligibility (CSC or RA 1080);
6. Certificate of Employment with actual duties and responsibilities (if applicable); and,
7. Certificate of seminars/trainings attended (if applicable).

Note: Only qualified applicants with complete requirements will be processed.

Position Title	:	SENIOR LABOR AND EMPLOYMENT OFFICER
Item No/s.	:	SRLEO-264-1998
No. of Position/s	:	1
Division	:	Program Management and Technical Services Support Division
Salary Grade	:	19 (P 42, 099.00)

Job Qualifications

- Education : Bachelor's degree
- Experience : Two (2) years of relevant experience
- Training : Four (4) hours 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 formulation of policies and procedures, assesses and monitors the implementation of rules and regulations governing private recruitment and placement for local employment.

Position Title	:	LABOR AND EMPLOYMENT OFFICER III
No. of Position/s	:	1
Item No/s.	:	LEO3-263-1998
Division	:	Employment Services and Labor Market Information Division
Salary Grade	:	16 (P 31,765.00)

Job Qualifications

- Education : Bachelor's degree
- Experience : One (1) year relevant experience
- Training : Four (4) hours 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, undertakes activities relative to the effective implementation of a national employment guidance service system.

****nothing follows****