

Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**

**NOTICE OF VACANCY**

**CHONA M. MANTILLA, CESO III**

Regional Director *Chona*

Date: \_\_\_\_\_

March 25, 2021

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	NSRP Coordinator	Contract of Service (April 15-December 31, 2021)	NA	17,424	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	One (1) year of relevant experience	None Required	Proficient in Microsoft Office especially MS Excel	Regional Office

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 March 30, 2021.

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:

**CHONA M. MANTILLA, CESO III**

Regional Director

J. P. Rosales Avenue, Butuan City

[dolecaraga13@gmail.com](mailto:dolecaraga13@gmail.com)

DOLE Caraga promotes opportunity of hiring and promotion to all qualified applicants regardless of gender, age, civil status, political affiliation, religion, national origin, race or color, physical disability and ethnicity (pursuant to existing government laws, rules and regulations) ref. DO 88 s. 2011

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