

Republic of the Philippines
DOLE CARAGA REGIONAL OFFICE
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO
must be in MS Excel format



To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of DOLE Caraga in the CSC website:

CHONA M. MANTILLA, CESO III

Regional Director

Date: March 14, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Senior Labor and Employment Officer	OSEC-DOLEB-SRLEO-130-2012	19	P42,099	Bachelor's Degree	Eight (8) hours of relevant training	Two (2) years of relevant experience	CS Professional	Any Field Office of DOLE in Caraga

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 26, 2018.

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 present position for one (1) year (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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.