



To: CIVIL SERVICE COMMISSION (CSC)

This to request the publication of the following vacant positions of DOLE RO2 in the CSC Website:

SGD. ATTY. SARAH BUENA S. MIRASOL
OIC - Regional Director

| No. | Position Title | Plantilla Item No. | Salary/Job/Pay Grade | Annual Salary | Qualification Standards | | | | | Place of Assignment |
|-----|---|--------------------------|----------------------|---------------|-------------------------|------------------------------|--------------------------------|--|----------------------------|---|
| | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | |
| 1 | Administrative Officer V (Supply Officer III) | OSEC-DOLEB-ADOF5-93-2004 | 18 | ₱457,020.00 | Bachelor's Degree | 8 hours of relevant training | 2 years of relevant experience | CS Professional / Second Level Eligibility | N/A | Internal Management Services Division, DOLE RO2, Tuguegarao City, Cagayan |

"At DOLE RO2, it is more than job, it is decent job."

Interested and qualified applicants should signify their interest in writing. Qualified Persons With Disabilities and members of Indigenous Groups are encouraged to apply. Attach the following documents to the application letter and submit to the address below not later than **16 March 2018**:

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized picture (CS Form 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;
4. Photocopy of Training Certificates (if applicable); and
5. Photocopy of Transcript of Records and Diploma.

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

Atty. SARAH BUENA S. MIRASOL
OIC - Regional Director
Department of Labor and Employment
Regional Office No. 2
Regional Government Center
Carig Sur, Tuguegarao City, Cagayan
doler02@gmail.com, ro2@dole.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS WILL NOT BE ENTERTAINED.