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:  

<table>
<thead>
<tr>
<th>No.</th>
<th>Position Title (Parenthetical Title, if applicable)</th>
<th>Plantilla Item No.</th>
<th>Monthly Salary</th>
<th>Qualification Standards</th>
<th>Competency (if applicable)</th>
<th>Place of Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ADMINISTRATIVE OFFICER V (HRMO III)</td>
<td>OSEC-DOLEB-ADOF5-72-2004 (vice Roque)</td>
<td>SG-18</td>
<td>42,159.00</td>
<td>Bachelors Degree (preferably Psychology, Human Resource Mgt)</td>
<td>Eight (8) hours relevant training</td>
</tr>
</tbody>
</table>

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 July 10, 2020:  

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:  

ATTY. SARAH BUENA S. MIRASOL  
Regional Director  
967 Maligaya St., Malate, Manila  
hrad.dole.ncr@gmail.com  

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.