



## **PUBLICATION OF EXISTING VACANT POSITIONS**

**as of 3 March 2017**

*(Pursuant to RA 7041)*

### **Requirements :**

Applicants must meet the minimum requirements of the vacant position(s) and submit the following **on or before 18 March 2017** :

1. Application letter addressed to :

**ATTY. JOHNSON G. CAÑETE, CESO III**

Regional Director  
DOLE-National Capital Region  
DOLE-NCR Building  
967 Maligaya Street  
Malate, Manila

2. Properly accomplished Personal Data Sheet (PDS) with latest passport size pictures and Resumé

3. Copy of latest Performance Rating (IPCR) for government employees

4. Photocopy of the following:

- Certificate of Eligibility (CSC / RA 1080 / PD 907)
- Transcript of Records
- Diploma

5. Certificate of Employment with statement of actual duties and responsibilities

6. Certificate of training/seminars attended

***\*Application with incomplete documentary requirements will not be acted upon.***

***\*\* Only shortlisted applicant will be notified.***