



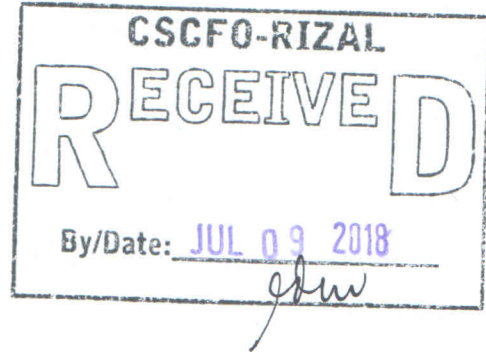
Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE IV-B
EDSA, Quezon City

A 5948

DPWH. RMS. NO.	-
DATE:	07.09.18
FILE NO.	920

July 05, 2018

DIR. NEL SHERWIN A. CARNETES
Director II
Civil Service Commission
Regional Office No.4
4/F GSO Building, Municipality of Cainta
A. Bonifacio Ave., Brgy. Sto. Domingo
Cainta, Rizal



Dear Director Carnetes:

We are submitting the attached Bulletin of Vacant Position for publication in compliance to Republic Act No. 7041.

Thank you for your action on this matter.

Very truly yours,


WILFREDO S. MALLARI
OIC-Regional Director

Encl.: Qualification Standard

6.7.4 MSH/ECC/GDL



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
REGIONAL OFFICE IV-B
EDSA, QUEZON CITY

REQUEST FOR PUBLICATION OF VACANT POSITIONS

To: **Director NEL SHERWIN A. CARNETES**
Director II
CSC Regional Office No. 4,
4/F GSO Building, Municipality of Cainta
A. Bonifacio Ave., Brgy. Sto. Domingo
Cainta, Rizal

This is to request the publication of the following vacant positions of Department of Public Works and Highways Regional Office IV-B in the CSC website:

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

CSCFO-RIZAL
RECEIVED
By/Date: **JUL 09 2018**

WILFREDO S. MALLARI
OIC-Regional Director

Date: July 05, 2018

NO.	Position Title	Planilla Item No.	Salary/Job/ Pay Grade	Monthly / Salary	QUALIFICATION STANDARDS			Competency (if applicable)	Place Assignment
					Education	Training	Experience		
2	Legal Assistant III	LEA3-300006-2018 LEA3-300007-2018	SG-14	P26,494.00	BS Legal Management AB Paralegal Studies Law Political Science or other allied courses	Eight (8) hours of training relevant to legal work, such as legal ethics research and writing or legal procedure	One(1) year experience in legal work such as prepa- ration of pleadings, legal opinions and memoranda or legal research	CSP	Regional Office IV-B Legal Division

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 05, 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:

WILFREDO S. MALLARI
OIC-Regional Director
DPWH, Regional Office IV-B, EDSA Quezon City
hidato.merlina@dpmwh.com.ph

NOTE: "THIS OFFICE HIGHLY ENCOURAGE ALL INTERESTED AND QUALIFIED APPLICANTS INCLUDING PERSONS WITH DISABILITY (PWD), MEMBERS OF INDIGENEOUS COMMUNITIES, AND THOSE FROM ANY SEXUAL ORIENTATION AND GENDER IDENTITIES (SOGI)"

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.