



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Attorney III	ATY-16-2010	21	630,648.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	R.A. 1080 (Bar Exam)	----	Legal Division Regional Office No.IV-A EDSA, Quezon City	1.Pre pares, reviews, interprets and processes contract agreements and other instruments entered into by the Region and the District Engineering Offices under its jurisdiction and evaluates all legal proposals; 2.Conducts investigation and hearing on complaints and grievances against officials and employees arising from violations of laws, office rules, and regulations, and prepares rulings or opinions on those cases and submits recommendations to appropriate authorities; 3.Provides legal services in the acquisition of right-of-way for infrastructure projects in the Region; 4.Appears in legal courts, quasi-judicial and other administrative bodies in cases where DPWH or its officials are parties in their
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											official capacity and acts as collaborating or Special Counsel with the Office of the Solicitor General; 5.Provides technical assistance on legal matters to the different units of the Regional Office and District Engineering Offices within its jurisdiction; 6.Pre pares, reviews and recommends amount of payment/valuation of properties acquired for ROW, and in connection therewith obtain all documents from other government offices which shall support said valuation/payment; 7.Monitors performance targets; and, 8.Performs other related duties that maybe assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Engineering Assistant (Draftsman II)	ENGAS-270010-2012	08	195,384.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) Draftsman or Illustrator (MC 11, S. 96-Cat. I) First Level Eligibility	----	Planning and Design Division Regional Office IV-A EDSA, Quezon City	1.Pre pares the master long range program for high priority infrastructure projects; 2.Pre pares maps, charts, graphs and lay-outs for the feasibility studies; 3.Drafts designs and installations based on sketches and does related works; 4.Pre pares maps showing extent of school, health centers, ports and related facilities and prepares maps showing extent of flood control system and water supply coverage; 5.Updates maps showing the road network and the implementation of priority projects of the short and long range plans and vital statistics and traffic volume of all provinces and cities. 6.Performs other related duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Administrative Aide VI (Clerk III)	ADA6-270017-2012	06	172,080.00	Completion of two years studies in college	None Required	None Required	Career Service (Sub-Professional) First Level Eligibility	----	Construction Division Regional Office IV-A EDSA, Quezon City	1.Coordinates and assists the immediate superior in the preparation of decisions concerning official and/or administrative actions and pertinent reports; 2.Prepare various communication or correspondence but not limited to indorsement or memoranda; 3.Performs clerical works such as typing, encoding, filing, sorting and recording; 4.Updates various periodic reports; 5.Performs other related tasks that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Assistant I (Computer Operator I)	ADAS1-270018-2012	09	172,080.00	Completion of two year studies in college or High School Graduate with relevant vocational/ trade course	None Required	None Required	Career Service (Sub-Professional) First Level Eligibility/ Data Encoder (M.C. 11, s.96 Cat I.)	----	Quality Assurance and Hydrology Division Regional Office No. IV-A EDSA, Quezon City	1.Performs routine preventive maintenance as specified by installation standards; 2.Handles input and output media of a current job stress; 3.Assist in logging jobs and other activities; 4. Performs other related duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Officer IV (Human Resource Management Officer II)	ADOF4-270021-2012	15	348,120.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	----	Administrative Division Regional Office No. IV-A EDSA, Quezon City	1.Assists the Chief of Office in the implementation of policies, regulations and Office Orders; 2.Assists and confers with the supervisors in designing a program to raise the level of efficiency, effectiveness and morale of personnel; 3.Assists the supervisors in the development and formulation of performance standards and evaluation; 4.Assists the Chief of Office in the interview of applicants and prepares comparative data for evaluation by the Promotion Board; 5.Encourages employee's participation in work improvement, informs them of the rights and privileges arising from their employment; 6.Advises employees on problem involving human relations; 7.Processes appointments, promotions and other personnel transactions for signature of the Chief

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											of Office; 8. Supervises and instructs the HRM Assistant and other subordinate person in the preparation of personnel transactions; 9. Gives advices and solves difficult problem encountered by the subordinates; 10. Suggests ways and means on how works could be done easier and minimize common error; 11. Performs other related duties that may be assigned from time to time.

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Engineering Assistant (Draftsman II)	ENGAS-270044-2012	08	195,384.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) Draftsman or Illustrator (MC 11, S. 96-Cat. I) First Level Eligibility	----	Batangas II District Engineering Office Batangas City	1.Prepare the master long range program for high priority infrastructure projects; 2.Prepare maps, charts, graphs and lay-outs for the feasibility studies; 3.Drafts designs and installations based on sketches and does related works; 4.Prepare maps showing extent of school, health centers, ports and related facilities and prepares maps showing extent of flood control system and water supply coverage; 5.Updates maps showing the road network and the implementation of priority projects of the short and long range plans and vital statistics and traffic volume of all provinces and cities. 6.Performs other related duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Officer IV (Human Resource Management Officer II)	ADOF4-270049-2012	15	348,120.00	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	----	Batangas IV District Engineering Office Lipa City	1.Assists the Administrative Officer in the implementation of policies, regulations and officer orders; 2.Assists and confers with the supervision in designing program to raise the level of efficiency, effectiveness and morale of personnel; 3.Assists the Administrative Officer in the interview of applicants and prepares comparative data for evaluation by the promotion board; 4.Encourages employees in work improvement and informs them of the right and obligations arising from their employment, advises employees on problems involving human relations; 5.Processes appointments, promotions and other transaction for signature of the

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											Administrative Officer; 6.Gives advices and solves different problems encountered by the subordinates; 7.Suggests ways and means on how processes could be done easier and minimize errors; 8.Performs such other functions that may be assigned from time to time.

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Construction and Maintenance Foreman	CMF-270023-2012	08	195,384.00	High School Graduate	4 hours of relevant training	1 year of relevant experience	None Required (M.C.11,s.96 Cat.III)	----	Batangas IV District Engineering Office Lipa City	1.Plans, assigns, schedules and supervises the work of laborers and equipment operators engaged in the maintenance of national roads including grading, excavation, basing, and patching; 2.Performs other related duties that may be assigned from time to time.

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Administrative Officer I (Supply Officer I)	ADOF1-270019-2012	10	224,616.00	Bachelor's Degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	----	Cavite I District Engineering Office Trece Martires City	1.Under general supervision, directs and supervises the work of a small staff engaged in various supply activities, such as inspection, deliveries, storekeeping, buying and property control, takes charge of the requisitioning, issuing and recording of supplies and equipment of books for the organization unit; 2.Checks contract papers and proposal; 3.Computes, estimates price and contract price; 4.Makes recommendations in determining the kind and quality of supplies, equipment and materials existing/needed, availability of stock and need for such materials; 5.Renders reports on sale or rentals; 6.Sets on requests for relief from responsibility for lease equipment; 7.May canvass prices and makes purchases
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											to a limited extent; 8.May supervise maintenance and repair of building, furniture, equipment and office machine; 9.May prepare semestral and annual reports or supervises the supply and property activities in the district; 10.Performs other related functions that may be assigned from time to time.
<p>* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.</p>											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Assistant III (Senior Bookkeeper)	ADAS3-270014-2012	09	209,676.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	----	Cavite I District Engineering Office Trece Martires City	1.Under general supervision, controls appropriations; 2.Drafts journal entries and prepares journal vouchers; 3.Signs vouchers, payrolls, purchase orders; 4.Prepare monthly trial balance, statement of monthly expenditures and other required financial statements; 5.May examine claims, verifies and reviews vouchers to determine their propriety and availability of funds; 6.Prepare and determines cash requisition for each disbursement ceilings; 7.Performs such other functions as may be assigned.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Assistant II (Disbursing Officer II)	ADAS2-270023-2012	08	195,384.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	----	Cavite I District Engineering Office Trece Martires City	1.Under general supervision, prepares payment of cash for payrolls, vouchers, treasury warrants; 2.Verifies and pays salaries, overtime pay, treasury warrants and vouchers of travelling expenses; 3.Computes and deducts insurance premiums, government taxes and other payroll deductions; 4.Posts payrolls and vouchers paid; 5.Accounts for cash advances received; 6.May supervise a few personnel engaged in the preparation of payrolls, vouchers and pay envelopes; 7.Performs such other functions that may be assigned.

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Laboratory Technician II	LABT2-152-1998	08	195,384.00	Completion of 2 year studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-professional) First Level Eligibility	----	Cavite I District Engineering Office Trece Martires City	1.Performs test and quality control of soil, aggregates and other materials used in the construction of roads, bridges, school buildings, hospitals, ports, harbors, public market and other public structure; 2.Gathers sample soils, aggregate and other materials from source and from sites of hauling to determine whether these materials conform to the quality required in the construction and maintenance projects; 3.Helps the Quality Assurance Engineer in the preparation of periodic reports relative to the materials testing and quality control; 4.Performs other functions that may be assigned from time to time.

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Laboratory Technician I	LABT1-94-1998	06	172,080.00	Completion of two year studies in college	None Required	None Required	None Required (M.C.11,s.96 Cat. III)	----	Cavite I District Engineering Office Trece Martires City	1.Gathers sample of construction material; 2.Washes and dries materials for weighing mechanical analysis; 3.Sifts aggregates for compactness; 4.Cleans equipment before and after use; 5.Helps bore grounds for soil samples; 6.Files laboratory records; 7.Maintains and repairs simple laboratory equipments; 8.Performs other related duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
3	*Engineer II	ENG2-2075-1998 ENG2-447-2015 ENG2-270179-2012	16	381,180.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	R.A. 1080	----	Cavite II District Engineering Office Alfonso, Cavite	1.Plans, organizes preliminary and location surveys, maintains lines and grades in high- ways and canals; 2.Makes recommendations or feasibility of proposed construction, repair or improve- ments; 3.Determines points and elevation for highway and bridges location; 4.Reviews plans and specifications; 5.Prepare estimates of materials and program of work for construction/maintenance projects; 6.Prepare and follow up requisitions for materials and equipment needed in the completion of projects; 7.Inspects existing structure for repair and maintenance; 8.Gives instructions to Construction and

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											Maintenance Foreman and to a number of laborers engaged in maintenance/construction of national roads and bridges; 9.Performs other related duties that may be assigned from time to time. 1.Under general supervision, supervises and performs responsible professional and office engineering in the programming and planning, investigation, construction and maintenance of variety of structures; 2.Directs and reviews work in the survey, location, construction and maintenance of major projects such as highways and buildings; 3.Complies, studies and evaluates engineering data preparatory to the design of highways; 4.Reviews, evaluates and makes recommendations on surveys conducted by field engineers;
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											5.Performs other duties that may be assigned from time to time. 1.Supervises the performance of quality control work and to ensure strict compliance with material specifications through proper sampling testing and inspections of procedures in various DPWH contracts for Roads, Buildings and Bridges, administration and maintenance projects; 2.Performs other duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Officer II (General Services Officer)	ADOF2-270016-2012	11	242,148.00	Bachelor's Degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	----	Laguna I District Engineering Office Sta. Cruz, Laguna	1.Establishes a continuing program for cleanliness and beautification of the District Engineering Office; 2.Coordinates, directs and supervises the functions and activities of the Security Force of the District Engineering Office; 3.Assumes full responsibilities for the continuous services of water and lights in close coordination with Sta. Cruz Water District and Meralco; 4.Performs other duties that may be assigned from time to time of the Chief Administrative Section or higher authorities of the District Engineering Office.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Administrative Assistant I (Computer Operator I)	ADAS1-270048-2012	07	183,048.00	Completion of 2 years studies in college or High School Graduate with relevant vocational trade/ course	None Required	None Required	Career Service (Sub-Professional) First Level Eligibility/ Data Encoder (M.C. 11, s. 96-Cat. I)	----	Laguna II District Engineering Office Los Baños, Laguna	1.Performs routine preventive maintenance as specified by installation standards; 2.Handles input and output media of current job stress; 3.Assists in logging jobs and other activities; 4.Performs other related duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Officer IV (Human Resource Management Officer II)	ADOF4-270028-2012	15	228,120.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	----	Quezon III District Engineering Office Catanauan, Quezon	1.Assists the Chief of Office in the implementation of policies, regulations and Office Orders; 2.Assists and confers with the supervisors in designing a program to raise the level of efficiency, effectiveness and morale of personnel; 3.Assists the Supervisors in the development and formulation of performance standards and evaluation; 4.Assists the Chief of Office in the interview of applicants and prepares comparative data for evaluation by the Promotion Board; 5.Encourages employees' participation in work improvement, informs them the rights and privileges arising from their employment; 6.Advises employees on problems involving human relations; 7.Processes appointments, promotions and other

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											personnel transactions for signature of the Chief of Office; 8. Supervises and instructs the Administrative Assistant II (Clerk IV) and other subordinates in the preparation and means on how works could be done easier and minimize common error. 9. Performs other related duties that may be assigned from time to time.

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Administrative Aide VI (Clerk III)	ADA6-270055-2012	06	172,080.00	Completion of two year studies in college	None Required	None Required	Career Service (Sub-Professional) First Level Eligibility	----	Rizal I District Engineering Office Binangonan, Rizal	1.Provides secretarial assistance to the District Engineer; 2.Takes dictations and documents staff meetings; 3.Answers routine correspondences and phone calls; 4.Prepared report as may be needed; 5.Receives, releases, records and files documents; 6.Performs other duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	*Engineer II	ENG2-481-2015	16	381,180.00	Bachelor's Degree in Engineering relevant to the job	None Required	None Required	R.A. 1080	----	Rizal II District Engineering Office Westbank Road, Rosario, Pasig City	1. Conducts, supervises and inspects the maintenance/ repair/ rehabilitation of public works and highways structures in accordance with the approved maintenance standards and procedures; 2. Directs and coordinates the operations of the district mobile crew; 3. Determines and recommends necessary precautionary measures to ensure the safety of the general public; 4. Determines points and elevations for highways and bridge location and construction; 5. Reviews plans and specifications; 6. Prepares estimates, bills of materials and program of works; 7. Assists in the study and analysis of highway finance and statistics; 8. Prepares monthly and daily maintenance
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



**Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018**

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
											accomplishment report; 9.Submits requisition for the road maintenance materials and equipments necessary as per approved maintenance program; 10.Performs other related duties that may be assigned from time to time.
* Additional Requirement for Entry Level Positions - Passing the DPWH Computer Proficiency Examination (CPE) pursuant to Department Order No. 33, series 2016, Memorandum of Ardeliza R. Medenilla, MNSA, CESO II dated June 27, 2016, and RSB Resolution No. 59, series of 2016.											

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
Regional Office No. IV-A
EDSA, Quezon City
Request for Publication of Vacant Positions
June 28, 2018

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

This is to request the publication of the following vacant positions of **Department of Public Works and Highways Regional Office No. IV-A** in the CSC website:

SAMSON L. HEBRA, CESO IV
Director IV

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment	Duties and Responsibilities
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Administrative Officer II (General Services Officer)	ADOF2-270020-2012	11	242,148.00	Bachelor's Degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	----	Rizal II District Engineering Office Westbank Road, Rosario, Pasig City	1.Establishes a continuing program for cleanliness and beautification of the District Engineering Office; 2.Coordinates, directs and supervises the functions and activities of the Security Force of the District Engineering Office; 3.Assumes full responsibilities for the continuous services of water and lights in close coordination with Water District and Meralco; 4.Performs other duties that may be assigned from time to time by the Chief of Administrative Section or higher authorities of the District Engineering Office.

DPWH Region IV-A values equality and diversity; hence, everybody is encouraged to apply.

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 9, 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:

SAMSON L. HEBRA, CESO IV
Director IV
EDSA, Quezon City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.