

Republic of the Philippines
Land Transportation Office MIMAROPA Region
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LTO MIMAROPA REGION in the CSC website:

HILARION E. ULEP, CESO III

(Head of Agency)

Date: June 18, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Chief Administrative Officer	OSEC-DOTrB-CADOF-66-2017	24	73,299	Master's Degree or Certificate in Leadership & Management from CSC	40 hours supervisory/mgt learning & Development intervention undertaken within the last 5 years	4 years od supervisory/management experience	Career Service (Professional) Second Level Eligibility		LTO MIMAROPA Regional Office
2	Chief Administrative Officer	OSEC-DOTrB-CADOF-67-2017	24	73,299	Master's Degree or Certificate in Leadership & Management from CSC	40 hours supervisory/mgt learning & Development intervention undertaken within the last 5 years	4 years od supervisory/management experience	Career Service (Professional) Second Level Eligibility		LTO MIMAROPA Regional Office
3	Assistant Statistician I	OSEC-DOTrB-ASTAT-193-2017	09	17,473	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (SubProfessional) First Level Eligibility		Romblon District Office
4	Supervising Transportation Regulation Officer	OSEC-DOTrB-SVTRO-104-2017	22	58,717	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility		Boac District Office

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 09, 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:

HILARION E. ULEP
Regional Director
Brgy. Tawiran, Calapan City, Oriental Mindoro
ltor4b@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.