

ANNOUNCEMENT

LTFRB VACANT POSITIONS

AS OF 12 APRIL 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Supervising Administrative Officer (Administrative Officer IV)	OSEC-DOTrB-SADOF-113-2017	22	704,604.00	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Administrative Division - LTFRB Central Office
2	Administrative Aide VI (Accounting Clerk II)	OSEC-DOTrB-ADA6-909-2017	6	172,080.00	Completion of 2 years studies in college	None required	None required	Career Service (SubProfessional)/ First Level Eligibility		Financial and Management Division - LTFRB Central Office
3	Administrative Aide VI (Clerk III)	OSEC-DOTrB-ADA6-895-2017	6	172,080.00	Completion of 2 years studies in college	None required	None required	Career Service (SubProfessional)/ First Level Eligibility		Information Systems Management Division - LTFRB Central 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 **April 27, 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:

Atty. Martin B. Delgra III
Chairman
East Avenue, Diliman, Quezon City 1100, Philippines
trabahosaltfrb@gmail.com

Interested applicants must indicate the position applied for, item numbers (s) and name of the department/office where the vacancy is.

Applicants for more than one (1) position should submit complete set of documents for each position applied for.

This office highly encourage interested and qualified applicants including persons with (PWD), members of indigenous communities and those from any sexual orientation and identities.

Posting Date: 13 APR 2018

Closing Date: APRIL 27, 2018


Atty. Carl Sha Jemimah F. Marbella
OIC Executive Director

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.