



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**Regional Office No. III**  
*Sugar Workers' Livelihood Center cor. Matalino & Mahusay Sts.,  
Diosdado Macapagal Government Center, Brgy. Maimpis,  
City of San Fernando, Pampanga*



ISO 9001:2015 Certified

**ANNOUNCEMENT**  
**of Vacant Positions**  
**DOLE-RO3**  
(31 August 2017)

|                           |   |   |
|---------------------------|---|---|
| <b>Position Title</b>     | : | <b>Statistician II</b>  |
| <b>No. of Positions</b>   | : | One (1)   |
| <b>Division</b>           | : | DOLE – Region 3   |
| <b>Salary Grade</b>       | : | 15 (Php 27,565.00)  |
| <b>Job Qualifications</b> |   |   |
| <b>Education</b>          | : | Bachelor's Degree<br><b>(Preferably graduates of Statistics,<br/>Mathematics, Engineering and Economics)</b>    |
| <b>Experience</b>         | : | 1 year of relevant experience<br><b>(Preferably with experience in data<br/>analysis and data presentation)</b> |
| <b>Training</b>           | : | 4 hours of relevant training  |
| <b>Eligibility</b>        | : | CS-Professional/ Second Level Eligibility   |

**Brief Description of Position**

Under immediate supervision of the Chief, gathers and collates statistical data. Assist in the formulation of statistical plans and analyses statistical information.

|                           |   |  |
|---------------------------|---|--|
| <b>Position Title</b>     | : | <b>Administrative Assistant III</b>  |
| <b>No. of Positions</b>   | : | One (1)  |
| <b>Division</b>           | : | DOLE – Region 3  |
| <b>Salary Grade</b>       | : | 9 (Php 16,989.00)  |
| <b>Job Qualifications</b> |   |  |
| <b>Education</b>          | : | Completion of two-year studies in college<br>or High School graduate with relevant<br>vocational/ trade course |
| <b>Experience</b>         | : | 1 year of relevant experience  |
| <b>Training</b>           | : | 4 hours of relevant training   |
| <b>Eligibility</b>        | : | CS-Sub-Professional/ First Level Eligibility   |

**Brief Description of Position**

Under general supervision of the Chief, performs secretarial services, and does related work.



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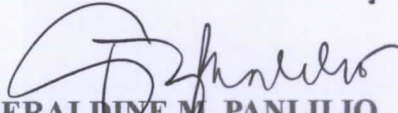
**Requirements**

- **2017 Revised Personal Data Sheet (PDS) with Picture with Work Experience Sheet**
- **Certificate of Eligibility (photocopy)**
- **Training Certificates**
- **Employment Certificate/s with Actual Duties and Responsibilities signed by previous and/ or present employers (for outsiders)**
- **IPCR (for government employees)**

To qualified DOLE employees/ interested applicants, please submit **application letter** together with the above requirements to IMSD.

**Deadline for submission : 15 September 2017 until 5:00 PM**  
**(Note: No application will be considered after deadline)**

NOTED:

  
**GERALDINE M. PANLILIO**  
OIC-Regional Director