

Submission of application with complete documentary requirements
October 5 to 15, 2020

Deadline for submission of application shall be on
October 15, 2020

Interested and qualified applicants/employees should signify their interest in writing.

The Department of Justice acknowledges the right of all applicants / employees to be treated equitably and commits to provide consistent, merit based employment practices that follow the Equal Employment Opportunity Principle (EEO) and encourage individuals to achieve their full potential.

PLEASE SUBMIT YOUR DULY NOTARIZED PERSONAL DATA SHEET (PDS) AND OTHER DOCUMENTARY REQUIREMENTS IN PDF FORMAT.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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

Republic of the Philippines
DEPARTMENT OF JUSTICE
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF JUSTICE in the CSC website:


LIZA B. DE LEON

Director IV, Administrative Service

Date: 5 October 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Prosecution Attorney	PROATTY-137- 2020	25	96,985.00	Bachelor of Laws	Sixteen (16) hours relevant training	Two (2) years relevant Experience	R.A. 1080 (BAR)		OPPLanao del Sur (Region XIV) Republication

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 **October 15, 2020**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture and Work Experience Sheet (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last two (2) rating periods, if applicable;
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to send their application ONLY through EMAIL below:

HEDELIZA Q. ENCABO

Acting Chief, Personnel Division

Padre Faura St., Ermita, Manila

appointment@doj.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.