



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. I
RSRK Building, Biday, City of San Fernando, La Union
Telefax: (072) 6079981; email: ro1@dole.gov.ph
www.ro1.dole.gov.ph; Facebook: DOLE Region 1



NOTICE TO ALL QUALIFIED APPLICANTS

Please be informed that the position indicated below is vacant.

1. One (1) LABOR AND EMPLOYMENT OFFICER II

Plantilla Item No. **OSEC-DOLEB-LEO2-9-1998**

Salary Grade 13, **P 36,125.00/mo.**

Qualification Standards:

Education	-	Bachelor's Degree
Training	-	None required
Experience	-	None required
Eligibility	-	CS-Professional or 2 nd Level Eligibility
Job Summary		

1. Under general supervision, undertaken activities relating to the formulation, implementation and monitoring of the organization's programs and projects relative to the promotion of gainful employment opportunities, the optimization of the development and utilization of the country's manpower resources;
2. Integrates analyzes and interprets data based on the studies conducted relevant to the Division's areas of concern which include among others, employment promotion. Learnership employment standards and regulations, employment testing and vocational guidance services;
3. Prepares and /or drafts technical documents, policy review papers, project proposals, information materials and reports of the organization;
4. Assists in the conduct of studies and analyzes laws, rules, policies and guidelines affecting the Division's programs and projects and prepares preliminary recommendations.
5. Assists in implementing programs and projects of the Division;
6. Gathers necessary information relevant in the conduct of surveys and/or analysis of data;
7. Assists lower-level researchers in the conduct of surveys and/or analysis of data; and
8. Performs such other functions as may be assigned.

Interested and qualified applicants should signify their interest by submitting an application letter indicating the position applied for and the corresponding Plantilla Item Number, addressed to the Head of Office.

Applicants must log in to the DOLE RO I Vacancy Portal at **vacancy.dole-ro1.com** and upload their application together with the following documentary requirements not later than AUG 03 2026.

Please attached readable/clear scanned copies of the following requirements:

1. Fully accomplished and notarized Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2026); digitally signed or electronically signed;
2. Electronic copy of Performance rating in the present position for one (1) year (*if applicable*);
3. Electronic copy of transcript of records and diploma;
4. Electronic copy of certificate of eligibility/rating/license;
5. Electronic copy of certificates of trainings attended (*if applicable*);



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6. Electronic copy of certificates of employment *if applicable*; and
7. Accomplished Equal Opportunities Monitoring Form *(please find attached form)*.

QUALIFIED APPLICANTS are to upload their application, addressed to the Head of Office, through the vacancy portal provided below:

HONORINA DIAN-BAGA

Regional Director

Department of Labor and Employment, Regional Office No. I

vacancy.dole-ro1.com / (072) 607-9981

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED


HONORINA DIAN-BAGA
Regional Director

DOLE ROI ensures an equal employment opportunity without discrimination on the basis of gender, sexual orientation, civil status, disability, religion, ethnicity or political affiliation. Applications of interested and qualified applicants including persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities are highly encouraged.

Date: JUL 21 2026

Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the DEPARTMENT OF LABOR AND EMPLOYMENT:

JESSICA CHARIE B. GENEROSA-ANG

HRMO

Date: JUL 21 2026

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/ Area of Specialization/ Residency Requirement (if applicable)	
1	Labor and Employment Officer II	OSEC-DOLEB- LEO2-9-1998	13	36,125.00	Bachelor's Degree	None Required	None Required	Career Service Professional or Second Level Eligibility		Region 1-Field Office

Interested and qualified applicants should signify their interest by submitting an application letter indicating the position applied for and the corresponding Plantilla Item Number, addressed to the Head of Office.

Applicants must log in to the DOLE RO1 Vacancy Portal at vacancy.dole-ro1.com and upload their application together with the following documentary requirements not later than AUG 03 2026

1. Fully accomplished and Notarized Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2026); digitally signed or electronically signed;
2. Electronic copy of Performance rating in the last rating period (if applicable);
3. Electronic copy of proof of eligibility/rating/license;
4. Electronic copy of Transcript of Records and Diploma;
5. Electronic copy of certificates of trainings attended (if applicable); and
6. Electronic copy of certificates of employment (if applicable).

*This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.
This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).*

QUALIFIED APPLICANTS are advised to upload their application, addressed to the Head of Office, through the vacancy portal provided below:

HONORINA DIAN-BAGA

Regional Director

DOLE RO 1, RSRK Building, Biday, San Fernando City, La Union

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