Republic of the Philippines
LIGHT RAIL TRANSIT AUTHORITY
Administrative Department - Human Resource Management Division

NOTICE OF VACANCY

Position/Title	Dept./Division	Status of Appointment	Item No.	Pay Grade	Monthly Salary	Qualification Standards	Date of Posting	Deadline of Submission
(1) Clerk Processor A	Line 1 South Extension Project - Finance and Administrative Division	Contractual	31	8	19,744.00	*Education* : Completion of two years studies in College *Experience* : One (1) year of relevant experience *Training* : Four (4) hours of relevant training *Eligibility* : Career Service (Subprofessional) / None required for Contractual position *Required Competencies (if applicable)* : Records Management; Coordination Skills; Oral and Written Communication Skills; Knowledge of Computer Application including Word, Excel and Powerpoint; Supplies Inventory Management	APR 0 8 2026	APR 1 1 2026

Note: "The LRTA adheres to the existing general policy of ***no discrimination*** *and encourages applications, acceptance and processing of application from* ***all qualified individuals*** *regardless of gender identity, sexual orientation, disabilities, religion and/or indigenous group membership in line with the* ***Equal Employment Opportunity Principle (EEOP).***

Interested applicant/s may submit online through email at recruitment@lrta.gov.ph address to Ms. Esther A. Soneja, Manager - Human Resource Management Division, the following documents/requirements:

1. **Letter of Intent (indicating Item No. of the position)**
2. **Updated Personal Data Sheet (CS Form No. 212 Revised 2017)**
3. **Service Record (if applicable)**
4. **Scanned/photo copy of Transcript of Record**
5. **Scanned/photo copy of appropriate Eligibility**
6. **Recent training/seminar certificates**
7. **Ombudsman Clearance**
8. **IPCR (if applicable)**

ONLY APPLICANTS WITH COMPLETE REQUIREMENTS WILL BE SCREENED.

Certified Correct:

LEO A. MANGAMPO
OIC, Administrative Department

Republic of the Philippines
LIGHT RAIL TRANSIT AUTHORITY
Administrative Department - Human Resource Management Division

NOTICE OF VACANCY

Position/Title	Dept./Division	Status of Appointment	Item No.	Pay Grade	Monthly Salary	Qualification Standards	Date of Posting	Deadline of Submission
(1) Public Relations Assistant B	Public Relations Division	Contractual	C1211	8	23,399.00	*Education* : Completion of two years studies in college *Experience* : One (1) year of relevant experience *Training* : Four (4) hours of relevant training *Eligibility* : CS Subrpfessional / Second Level Eligibility *(None required for Contractual position)* *Required Competencies (if applicable)* : **Planning Publicity strategies and campaigns (print, social media, TV, etc.); *Writing and preparation of presentations and press releases;* Dealing with inquiries from the public, the press and related organizations; *Management and Handling of complaints;* Management and Analyzing Media Coverage; *Fundamental Awareness/Basic Knowledge;* Written and Oral Communication**	APR 0 8 2026	APR 1 1 2026
(1) Transport Officer A	Line 2 Traffic Control Division	Contractual	C1358	15	44,148.00	*Education* : Bachelor's degree relevant to the job *Experience* : One (1) year of relevant experience **** Experienced in Railway Operations and Maintenance*** *Training* : Four (4) hours of relevant training **** Has completed the LRT 2 System Train Operations training*** *Eligibility* : CS Professional/First Level Eligibility *(none required for Contractual position)* *Required Competencies (if applicable)* : **Knowledge of Concepts of Railway Signaling System; *Implement Computer-Aided Traffic Dispatching;* Prepare Train Time Table and Service Schedule; *Knowledge of Concepts of Station Equipment and Facilities;* Understand Line Data Statistics; *Understand Train Data and Rolling Stocks Intervention for Trraffic Dispatching;* Implement Traffic Dispatching ; *Performing Mensuration and Calculation;* Reading, Interpreting and Applying Specifications and Manuals**	APR 0 8 2026	APR 1 1 2026

Note: "The LRTA adheres to the existing general policy of ***no discrimination*** *and encourages applications, acceptance and processing of application from* ***all qualified individuals*** *regardless of gender identity, sexual orientation, disabilities, religion and/or indigenous group membership in line with the* ***Equal Employment Opportunity Principle (EEOP).***

Interested applicant/s may submit online through email at recruitment@lrta.gov.ph address to Ms. Esther A. Soneja, Manager - Human Resource Management Division, the following documents/requirements:

1. Letter of Intent (indicating Item No. of the position)
2. Updated Personal Data Sheet (CS Form No. 212 Revised 2017)
3. Copy of Service Record (if applicable)
4. Recent training/seminar certificates
5. Ombudsman Clearance
6. IPCR (if applicable)

ONLY APPLICANTS WITH COMPLETE REQUIREMENTS WILL BE SCREENED.

Certified Correct:

LEO A. MANGAMPO
OIC, Administrative Department