



# VACANCY ANNOUNCEMENT

8 January 2026

The National Labor Relations Commission announces the opening, for applications, of the following position:

**ONE (1) COMMISSION MEMBER IV  
THIRD (3RD) DIVISION (WORKERS SECTOR)  
Quezon City**

*(vice Commissioner Cecilio Alejandro C. Villanueva, who will optionally retire on 7 February 2026)*

## STANDARD QUALIFICATIONS:

1. Bachelor of Laws
2. 15 years practice as a lawyer and 5 years experience in Labor Management Relations

Supporting documents to be submitted in a sealed envelope to the **Office of the Executive Clerk of Court IV, National Labor Relations Commission**, 7<sup>th</sup> Floor, Ben-Lor Building, 1184 Quezon Avenue, Quezon City, Metro Manila, on or before **6 February 2026**:

1. Application letter addressed to H.E. President Ferdinand R. Marcos, Jr., through Department of Labor and Employment Secretary, Hon. Bienvenido E. Laguesma
2. Personal Data Sheet (CS Form No. 212, Revised 2025)
3. Work Experience Sheet (CS Form No. 212 Attachment, Revised 2025)\*
4. Service Record (if government employee)
5. Duly signed self-certification that the applicant possesses all the qualifications and none of the disqualifications\*\*
6. Appropriate clearances from the following agencies\*\*\*:
  - a. Civil Service Commission
  - b. Office of the Ombudsman
  - c. Sandiganbayan
  - d. National Bureau of Investigation (NBI)
  - e. Office clearance as to administrative cases and financial accountabilities
7. Medical certificate duly certified by a licensed government or private physician (blood test, urinalysis, chest x-ray, drug test) (CS Form No. 211, Revised 2025)
8. Neuro-psychological test (result only)
9. Birth certificate issued by the Philippine Statistics Authority (PSA)
10. Certificate of Admission to the Bar

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\*Work Experience Sheet must clearly outline the applicant's professional experiences, including specific periods of employment, to demonstrate compliance with the required 5 years experience in Labor Management Relations.

\*\*Applicant may submit the self-certification in their own format, as no standard form or template is prescribed.

\*\*\*Submit proof of pending request for clearance with concerned agency if unable to provide clearance as of date of application.

**For inquiries, kindly email the Office of the Executive Clerk of Court IV at [oecc@nlrc.dole.gov.ph](mailto:oecc@nlrc.dole.gov.ph).**