

Republic of the Philippines  
**DEPARTMENT OF TRADE AND INDUSTRY**  
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 TRADE AND INDUSTRY in the CSC website:

Date: 14-Feb-22

Administrative Officer V/HRMO

**RALPH G. ONG**

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	(1) Accountant III	OSEC-DTIB-A3-7-1998	19	P49,835.00	Bachelor's Degree in Accountancy/ Commerce major in Accounting/ Business Administration major in Accounting/	8 hours of relevant training	2 years of relevant experience	RA 1080 (Certified Public Accountant)	<b>Core Competencies:</b> 1-Integrated Industry and Global Outlook - Intermediate 2-Delivering Solutions, Services and Support to DTI Stakeholders - Intermediate 3-Networking and Linkaging - Advance 4-Delivering Excellent Results - Advance 5-Collaborating - Intermediate 6-Agility - Intermediate 7-Exemplifying Professionalism and Integrity - Intermediate	Regional Office	
2	(1) Trade and Industry Development Specialist	OSEC-DTIB-TRIDS-480- 1998	15	P35,097.00	Bachelor's Degree relevant to the job	4 hours of relevant trainings	1 year of relevant experience	Career Service Professional / Second Level Eligibility	<b>Core Competencies:</b> 1-Integrated Industry and Global Outlook - Intermediate 2-Delivering Solutions, Services and Support to DTI Stakeholders - Intermediate 3-Networking and Linkaging - Intermediate 4-Delivering Excellent Results - Intermediate 5-Collaborating - Intermediate 6-Agility - Intermediate 7-Exemplifying Professionalism and Integrity - Intermediate	Samar	

3	(1) Trade and Industry Development Specialist	OSEC-DTIB-TRIDS-482-1998	15	P35,097.00	Bachelor's Degree relevant to the job	4 hours of relevant trainings	1 year of relevant experience	Career Service Professional / Second Level Eligibility	<i>Core Competencies:</i> 1-Integrated Industry and Global Outlook - Intermediate 2-Delivering Solutions, Services and Support to DTI Stakeholders - Intermediate 3-Networking and Linkaging - Intermediate 4-Delivering Excellent Results - Intermediate 5-Collaborating - Intermediate 6-Agility - Intermediate 7-Exemplifying Professionalism and Integrity - Intermediate	Regional Office	

The DTI RO 8 highly encourages interested and qualified applicants including persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities (SOGI) to apply.

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 **February 25, 2022**.

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

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

**CELERINA T. BATO**  
 Regional Director  
 DTI Regional Office 8  
[ro8@dti.gov.ph](mailto:ro8@dti.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.