

Republic of the Philippines
PHILIPPINE PORTS AUTHORITY
PMO WESTERN LEYTE / BILIRAN
Request for Publication of Vacant Positions

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of PHILIPPINE PORTS AUTHORITY PMO WESTERN LEYTE/BILIRAN in the CSC website:


MANUEL A. BOHOLANO
Port Manager

Date: July 31, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Civil Security Officer C	H-465-2	13	290688	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT POLICE DIVISION
2	Civil Security Officer C	H-481	13	290688	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		TMO BAYBAY
3	Civil Security Officer C	H-490	13	290688	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		TMO HILONGOS
4	Civil Security Officer C	H-498	13	290688	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		TMO MAASIN
5	Civil Security Officer C	H-506	13	290688	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		TMO PALOMPON
6	Division Manager C	H-486	22	704604	Master's Degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory / 4 years of management learning and development undertaken within the last 5 years	4 years of supervisory/ management experience	Career Service (Professional); Second Level Eligibility		TMO HILONGOS

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MANUELLA A. BOHOLANO
Port Manager

Date: July 31, 2018

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					Education	Training	Experience	Eligibility	
7	Terminal Operations Officer A	H-470-1	16	381180	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional); Second Level Eligibility	PORT SERVICES DIVISION
8	Human Resource Management Officer II	H-446-3	15	348120	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional); Second Level Eligibility	ADMINISTRATIVE DIVISION
9	Harbor Master	H-471	23	787248	Bachelor's degree in Marine Transportation	24 hours of relevant training	4 years of relevant experience	RA 1080	PORT SERVICES DIVISION
10	Division Manager A	H-443	24	879588	Master's Degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory / intervention management and development undertaken within the last 5 years	4 years of supervisory/ management experience	Career Service (Professional); Second Level Eligibility	ADMINISTRATIVE DIVISION

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MANUEL A. BOHOLANO
Port Manager
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					Education	Training	Experience		

- Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address indicated hereunder.
- 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;
 - 2 Certificate of actual duties (as attachment to CSC Form 212 – Work Experience Sheet)
 - 3 Complete employment history
 - 4 Educational attainment (*transcript of record or diploma*)
 - 5 Performance rating in the present position for one (1) year (if applicable);
 - 6 Certificate of training attended, *specify number of hours*
 - 7 Civil Service Eligibility (Professional) / RA 1080

QUALIFIED APPLICANTS are advised to hand in or send their application to:

MANUEL A. BOHOLANO
PORT MANAGER
Philippine Ports Authority PPA
Lot 2, Block 13, Doña Feliza Mejia Subdivision, D. Veloso St., Cinnac City
pmowlb_hrmd@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.