

Republic of the Philippines
BUREAU OF THE TREASURY
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 BUREAU OF THE TREASURY in the CSC website:


JOSE L. PALOMINO
Director II

Date: August 04, 2022

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	Chief Treasury Operations Officer II	CTROO2-90-1999	24	88410	Master's Degree or Certificate in Leadership and Management from the Civil Service Commission (CSC)	Forty (40) hours of Supervisory/Management Learning Development intervention	Four (4) years of Supervisory/Management experience	Career Service (Professional) 2nd Level Eligibility	N/A	Southern Leyte Provincial Office, Maasin City
2	Chief Treasury Operations Officer I	CTREOO1-57-1999	22	69963	Bachelor's Degree	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Regional Office VIII, Palo, Leyte
3	Chief Treasury Operations Officer I	CTREOO1-59-1999	22	69963	Bachelor's Degree	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Northern Leyte Provincial Office, Palo, Leyte
4	Treasury Operations Officer IV	TROO4-141-1999	19	49835	Bachelor's Degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Northern Leyte Provincial Office, Palo, Leyte
5	Treasury Operations Officer III	TROO3-133-1999	16	38150	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Southern Leyte Provincial Office, Maasin City
6	Treasury Operations Officer III	TROO3-136-1999	16	38150	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Eastern Samar Provincial Office, Borongan City

7	Treasury Operations Officer III	TROO3-137- 1999	16	38150	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Northern Samar Provincial Office, Palo, Leyte
8	Treasury Operations Officer III	TROO3-138- 1999	16	38150	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Western Samar Provincial Office, Catalogan City
9	Administrative Officer IV	ADOF4-40-2005	15	35097	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year relevant experience	Career Service (Professional) 2nd Level Eligibility	N/A	Regional Office VIII, Palo, Leyte
10	Administrative Aide VI	ADA6-57-2005	6	16877	Completion of two (2) years studies in college	Four (4) hours of relevant training	One (1) year relevant experience	Career Service (Sub Professional) 1st Level Eligibility	N/A	Southern Leyte Provincial Office, Maasin City
11	Administrative Aide VI	ADA6-58-2005	6	16877	Completion of two (2) years studies in college	Four (4) hours of relevant training	One (1) year relevant experience	Career Service (Sub Professional) 1st Level Eligibility	N/A	Eastern Samar Provincial Office, Borongan City

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 August 15, 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;
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.
5. This Office encourage all interested and qualified applicants and promotes equal opportunity to all men and women at all levels of position without discrimination regardless of gender, civil status person of disability (PWD), ethnicity, political affiliation, to include member of the indigenous communities and those with diverse sexual orientation, gender identity and expression.

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

JOSE L. PALOMINO

Director II

Government Center, Palo, Leyte

region08@treasury.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.