

Republic of the Philippines
COOPERATIVE DEVELOPMENT AUTHORITY
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 COOPERATIVE DEVELOPMENT AUTHORITY in the CSC website:

IRENE R. PETILLA

HRMO

Date: January 20, 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	Senior Cooperatives Development Specialist	CDAB-SRCDS-62-2017	18	43681	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
2	Accountant II	CDAB-A2-9-2021	16	36628	Bachelor's degree in Commerce/Business Administration major in Accounting	4 hours of relevant training	1 year of relevant experience	RA 1080 (CPA)	n/a	Region VIII Extension Office
3	Cooperatives Development Specialist II	CDAB-CODES2-304-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
4	Cooperatives Development Specialist II	CDAB-CODES2-291-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office

5	Cooperatives Development Specialist II	CDAB-CODES2-297-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
6	Cooperatives Development Specialist II	CDAB-CODES2-305-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
7	Cooperatives Development Specialist II	CDAB-CODES2-306-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
8	Cooperatives Development Specialist II	CDAB-CODES2-308-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
9	Cooperatives Development Specialist II	CDAB-CODES2-310-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
10	Cooperatives Development Specialist II	CDAB-CODES2-295-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
11	Cooperatives Development Specialist II	CDAB-CODES2-311-2017	15	33575	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	Region VIII Extension Office
12	Administrative Assistant II	CDAB-ADAS2-58-2017	8	18251	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Relevant MC 11, s. 1996, Career Service (Subprofessional) First Level Eligibility	n/a	Region VIII Extension Office

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 January 30, 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.

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

GIOVANNI T. PLATERO, CSEE

Regional Director

New Bus Terminal Compound

Brgy. 91 Abucay, Tacloban City

hr.r8@cda.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.