

Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
Regional Office VIII
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of DBM RO VIII in the CSC website:


LIBERACE N. LIMSIACO

HRMO

Date:

6-Jul-21

| No. | Position Title | Plantilla Item No. | Salary/ Job/ Pay Grade | Annual Salary | Qualification Standards | | | | | P Ass |
|-----|------------------------------------|------------------------|------------------------------|------------------|---------------------------------------|----------------------------|--------------------------------|--|-------------------------------|------------------------|
| | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | |
| 1 | Budget and Management Specialist I | OSEC-DBMB-BMS1-29-2000 | 13 | 321,048 | Bachelor's degree relevant to the job | None required | None required | Carreer Service (Professional/ Second Level Eligibility) | | Tech Divis |
| 2 | Administrative Officer V | ADOF-5-8-2021 | 18 | 505,908 | Bachelor's degree relevant to the job | 8 hrs of relevant training | 2 years of relevant experience | Carreer Service (Professional/ Second Level Eligibility) | | Finan Admi Divis |

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 July 19, 2021.

1. Application letter (indicating the position applied for, item number, and name of the bureau/service/office where the vacancy is);
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and attached Work Experience Sheet which can be downloaded from www.csc.gov.ph (For applicants external to DBM, PDS should be subscribed and sworn to before the Notary Public);
3. Curriculum vitae;
4. Photocopy of Transcript of Records;
5. Photocopy of certificate of diploma and/or certificate of graduation;
6. Photocopy of authenticated copy of certificate of eligibility/bar or board rating/license;
7. Photocopy of certificate of employment with actual duties and responsibilities;
8. Photocopy of certificate of trainings/seminars attended; and
9. Photocopy of performance rating for the last rating period (if applicable);

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

IMELDA C. LACERAS, CESO III

Director IV

DBM RO VIII, Brgy. 77, Marasbaras, Tacloban City

dbmro8@dbm.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.