



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:

EMILIO M. ALBOS III
HRMO

Date: 19-Oct-21

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	Budget and Management Analyst	OSEC-DBMB-BMAN-34-2000	11	286,524	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional/ Second Level Eligibility)		Technical Division
2	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS 35-2000	19	579,756	Bachelor's degree relevant to the job	8 hours of relevant Training	2 years of relevant experience	Career Service (Professional/ Second Level Eligibility)		Technical Division
3	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS 35-2016	19	579,756	Bachelor's degree relevant to the job	8 hours of relevant Training	2 years of relevant experience	Career Service (Professional/ Second Level Eligibility)		Technical Division

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 October 29, 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 at 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.