

Republic of the Philippines  
**DEPARTMENT OF TRADE AND INDUSTRY**  
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)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF TRADE AND INDUSTRY in the CSC website:

  
RALYN G. ONG

HRMO

Date:

October 23, 2023

No. (Parenthetical Title, if applicable)	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards							Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)			
1	(1) Chief Trade and Industry Development Specialist	OSEC-DTIB-CTIDS-40-1998	24	P90,078.00	Master's Degree or Certificate in Leadership and Management from CSC	Forty (40) hours of supervisory/ management learning and development intervention	Four (4) years in position/s involving management and supervision	Career Service Professional / Second Level Eligibility	<p><u>Core Competencies:</u></p> <ul style="list-style-type: none"> <li>1-Integrated Industry and Global Outlook - Advance</li> <li>2-Delivering Solutions, Services and Support to DTI Stakeholders - Advance</li> <li>3-Networking and Linkaging - Superior</li> <li>4-Delivering Excellent Results - Superior</li> <li>5-Collaborating - Superior</li> <li>6-Agility - Advance</li> <li>7-Exemplifying Professionalism and Integrity - Superior</li> </ul> <p><u>Leadership and Managerial Competencies:</u></p> <ul style="list-style-type: none"> <li>1-Strategic and Systems Thinking - Advance</li> <li>2-Managing Performance - Advance</li> <li>3-Building Capabilities - Advance</li> <li>4-Engaging and Inspiring Individual and Teams - Advance</li> </ul>	Leyte		

2	(1) Chief Trade and Industry Development Specialist	OSEC-DTIB-CTIDS-42-1998	24	P90,078.00	Master's Degree or Certificate in Leadership and Management from CSC	Forty (40) hours of supervisory/management learning and development intervention	Four (4) years in position/s involving management and supervision	Career Service Professional / Second Level Eligibility	<b>Core Competencies:</b> 1-Integrated Industry and Global Outlook - Advance 2-Delivering Solutions, Services and Support to DTI Stakeholders - Advance 3-Networking and Linkaging - Superior 4-Delivering Excellent Results - Superior 5-Collaborating - Superior 6-Agility - Advance 7-Exemplifying Professionalism and Integrity - Superior <b>Leadership and Managerial Competencies:</b> 1-Strategic and Systems Thinking - Advance 2-Managing Performance - Advance 3-Building Capabilities - Advance 4-Engaging and Inspiring Individual and Teams - Advance	Samar
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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 **November 02, 2023**.

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](http://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. The agency highly encourages interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

**CELERINA T. BATO**

Regional Director

DTI Regional Office 8

[rc8@dti.gov.ph](mailto:rc8@dti.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**