



Republic of the Philippines

National Economic and Development Authority
Eastern Visayas Region

19 July 2018

DIR. VICTORIA F. ESBER
Regional Director
Civil Service Commission (CSC)
Regional Office VIII
Gov't Center, Palo, Leyte

THRU: **DIR. ROWIN P. RIÑOS**
Director III
Civil Service Commission
Leyte Field Office I
Tacloban City

Dear **Director Esber**:

In compliance to Republic Act No. 7041, which requires the regular publication of existing vacant positions in government offices per CSC Memo Circular No. 20, s. 2002, we would like to request publication in the CSC Bulletin of Vacant Positions in the Government of our existing vacant positions – one (1) Senior Economic Development Specialist and one (1) Economic Development Specialist I.

Thank you and best regards.

Very truly yours,



ATTY. BONIFACIO G. UY
Regional Director

Republic of the Philippines
NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY NEDA REGIONAL OFFICE VIII
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

The NEDA Regional Office VIII encourages interested and qualified applicants including persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities (SOGI). For persons with disabilities, this office shall provide auxilliary aids and services.

In line with this, may we request the publication of the following vacant positions of NEDA Regional Office VIII in the CSC website:


BONIFACIO G. JUY
(Head of Agency)

Date: _____

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
EXISTING VACANCY										
1	Economic Development Specialist I	ODGB-EDS1-96-2014	13	PhP24,224.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/Second Level Eligibility	Organizational: <ul style="list-style-type: none"> • Socio-Economic Development Planning Advocacy • Delivering Excellent Results • Collaborating and Promoting Inclusion • Engaging Stakeholders • Sharing Knowledge and Information Leadership/Managerial: <ul style="list-style-type: none"> • Building Capabilities • Engaging and Inspiring Employees • Managing Performance • Solving Problems to Achieve Results Technical/Functional <ul style="list-style-type: none"> • Development Partner Relationship Management • Policy Review and Advisory • Process Management • Program/Project Monitoring and Evaluation • Research and Analysis • Steering Strategic Alignment • Business Writing • Computer Skills • Facilitating Meetings • Managing Data and Information • Meetings Support Administration 	Project Monitoring and Evaluation Division (PMED)
ANTICIPATED VACANCY DUE TO RETIREMENT										
1	Senior Economic Development Specialist	ODGB-SREDS-160-1998	19	PhP42,099.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Professional)/Second Level Eligibility	Organizational: <ul style="list-style-type: none"> • Socio-Economic Development Planning Advocacy • Delivering Excellent Results • Collaborating and Promoting Inclusion • Engaging Stakeholders • Sharing Knowledge and Information 	Project Monitoring and Evaluation Division (PMED)

									Leadership/Managerial: <ul style="list-style-type: none"> • Building Capabilities • Engaging and Inspiring Employees • Managing Performance • Solving Problems to Achieve Results Technical/Functional <ul style="list-style-type: none"> • Development Partner Relationship Management • Policy Review and Advisory • Process Management • Program/Project Monitoring and Evaluation • Research and Analysis • Steering Strategic Alignment • Business Writing • Computer Skills • Facilitating Meetings • Managing Data and Information • Meetings Support Administration 	
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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 **July 30, 2018**.

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 present position for one (1) year (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:

Atty. Bonifacio G. Uy
Regional Director
NRO VIII, Government Center, Palo, Leyte
nro8@neda.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.