

Republic of the Philippines
BASES CONVERSION DEVELOPMENT AUTHORITY
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must be in MS
Excel format

RECEIVED
SFO-DBP, Makati City
Date: _____
DBP SEP-06-2022 09:29AM
By: ama

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the BASES CONVERSION DEVELOPMENT AUTHORITY in the CSC website:


PATRICK ROEHL C. FRANCISCO
Vice President, HRMD

Date: 6-Sep-22

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	Information Assistant II	24	JG 7	24,247	Completion of 2 years studies in College	8 hours of relevant training	2 years of relevant experience	Career Service Subprofessional / First Level Eligibility		Public Affairs Department, Taguig City

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 **September 16, 2022**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017), duly notarized, and Work Experience Sheet, forms of 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:

AILEEN ANUNCIACION R. ZOSA

President and CEO

31st Street cor 2nd Avenue, Bonifacio
Global City, Taguig City

hrmd_recruitment@bcda.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

* When sending applications via email, indicate Position title, Item No and Full Name in Subject Line