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

Republic of the Philippines BASES CONVERSION DEVELOPMENT AUTHORITY

Request for Publication of Vacant Positions

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 the CSC website:

Vice President, HRMD

Date:

27-Oct-23

| | Position Title (Parenthetical Title, if applicable) | Plantilla Item No. | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards | | | | | |
|-----|---|-----------------------|---------------------------------|-------------------|---------------------------------------|----------------------------|-------------------------------------|---|----------------------------|--|
| No. | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | Place of Assignment |
| 1 | Development Management Officer IV (Anticipated Vacancy) | 97 | JG 12 | 83,173 | Bachelor's degree relevant to the job | 16 hours relevant training | 3 years relevant work experience | Career Service (Professional) Second Level Eligibility | | Subsidiaries, Affiliates, and Projects Monitoring Department-Business Contracts Division / 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 November 7, 2023.

- 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:

| JO | SHUA M. E | BINGCANG |
|------------|--------------|-------------------|
| | President a | nd CEO |
| 31st Stree | et cor 2nd A | Avenue, Bonifacio |
| GI | obal City, T | aguig City |
| hrmd | recruitment | t@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