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 position:	, which are authorized to be filled, at the BASES CONVERSION DEVE <del>LOR</del> MENT AUTHORI <b>TY</b> ir	i the CSC website.

Vice President, HRMD

Date: 16-Feb-21

No.	(Parentnetical I	Plantilla Item	Item Salary/ Item Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of	
		No			Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
1	Senior Vice President	105	29	131561	Master's Degree or Certificate in Leadership and Management from the CSC	120 hours of supervisory/ management learning and development intervention	5 years of supervisory/ management experience	Career Service (Professional) Second level Eligibility		Corporate Services Group - 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 February 26, 2021.

- 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:

## **VIVENCIO B. DIZON** 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