

Republic of the Philippines
GOVERNMENT PROCUREMENT POLICY BOARD
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 GOVERNMENT PROCUREMENT POLICY BOARD in the CSC website:

JULIE D. ABRIGO

HRMO

Date: September 21, 2021

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	
1	INTERNAL AUDITOR III	IAUD3-21-2018	18	43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Office of the Executive Director
2	INTERNAL AUDITOR II	IAUD2-20-2018	15	33,575.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Second Level Eligibility / Career Service Professional	Office of the Executive Director
3	ATTORNEY IV	ATY4-8-2013	23	76,907.00	Bachelor of Laws	8 hours of relevant training	2 years of relevant experience	RA 1080	Legal and Research Division A
4	ATTORNEY III	ATY3-12-2018	21	60,901.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080	Legal and Research Division A
5	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-9-2013	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Legal and Research Division B
6	ATTORNEY V	ATY5-17-2018	25	98,886.00	Bachelor of Laws	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	RA 1080	Legal and Research Division B
7	ATTORNEY IV	ATY4-9-2013	23	76,907.00	Bachelor of Laws	8 hours of relevant training	2 years of relevant experience	RA 1080	Legal and Research Division B
8	ATTORNEY III	ATY3-15-2018	21	60,901.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080	Legal and Research Division B
9	ATTORNEY III	ATY3-16-2018	21	60,901.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080	Legal and Research Division B
10	ATTORNEY V	ATY5-18-2018	25	98,886.00	Bachelor of Laws	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	RA 1080	Secretariat Division
11	ATTORNEY III	ATY3-8-2018	21	60,901.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080	Secretariat Division
12	PROCUREMENT MANAGEMENT OFFICER VI	PROCMO6-9-2013	24	86,742.00	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Second Level Eligibility / Career Service Professional	Performance Monitoring Division A
13	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-7-2018	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Performance Monitoring Division A
14	PROCUREMENT MANAGEMENT OFFICER VI	PROCMO6-8-2013	24	86,742.00	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Second Level Eligibility / Career Service Professional	Performance Monitoring Division B
15	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-4-2018	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Performance Monitoring Division B
16	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-5-2018	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Performance Monitoring Division B
17	PROCUREMENT MANAGEMENT OFFICER VI	PROCMO6-7-2013	24	86,742.00	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Second Level Eligibility / Career Service Professional	Capacity Development Division A
18	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-4-2013	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Capacity Development Division A
19	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-11-2018	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Capacity Development Division A
20	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-9-2018	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Capacity Development Division B
21	PROCUREMENT MANAGEMENT OFFICER VI	PROCMO6-5-2013	24	86,742.00	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Second Level Eligibility / Career Service Professional	Information Management Division
22	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-1-2013	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Information Management Division
23	PROCUREMENT MANAGEMENT OFFICER IV	PROCMO4-2-2013	19	48,313.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Second Level Eligibility / Career Service Professional	Information Management Division
24	CHIEF ADMINISTRATIVE OFFICER	CADOF-11-2018	24	86,742.00	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Second Level Eligibility / Career Service Professional	Finance Division
25	CHIEF ADMINISTRATIVE OFFICER	CADOF-10-2013	24	86,742.00	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Second Level Eligibility / Career Service Professional	Administrative Division
26	ADMINISTRATIVE OFFICER IV (Human Resource Management Officer II) (Anticipated Vacancy Position)	ADOF-13-2018	15	33,575.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Second Level Eligibility / Career Service (Professional)	Administrative Division

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 October 01, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet (CS Form No. 212) which can be downloaded at www.csc.gov.ph;
2. Performance rating for the last two (2) rating periods (if applicable);
3. Certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records;
5. Certificate of Employment or Service Record;
6. Certificate of trainings attended.

ATTY. ROWENA CANDICE M. RUIZ

Executive Director V

Unit 2506 Raffles Corporate Center F, Ortigas Jr. Road Ortigas Center
Pasig City

careers@gppb.gov.ph

ONLY THOSE WHO HAVE SUBMITTED COMPLETE REQUIREMENTS WITHIN THE DEADLINE SHALL BE CONSIDERED.