

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: October 29, 2024

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	ATTORNEY III	GPPB-TSOB-ATY3-8-2018	21	67005	Bachelor of Laws	Four (4) hours of relevant training	One (1) year of relevant experience	RA 1080 (BAR)	N/A	Secretariat Division
2	PROCUREMENT MANAGEMENT OFFICER III	GPPB-TSOB-PROCMO3-16-2013	16	41616	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional)/ Second Level Eligibility	N/A	Legal and Research Division-A
3	ADMINISTRATIVE OFFICER IV (ANTICIPATED VACANCY)	GPPB-TSOB-ADOF4-13-2018	15	38413	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional)/ Second Level Eligibility	N/A	Administrative Division
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Government Procurement Policy Board-Technical Support Office (GPPB-TSO) is an equal opportunity employer that is committed to diversity and inclusion in the workplace. This Office highly encourages all interested and qualified applicants, including Persons with Disability (PWD), members of indigenous communities, irrespective of their sexual orientation and gender identity to apply to the above vacant positions. Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and submit through the link provided below not later than November 11, 2024.

- 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. Work Experience Sheet;
- 3. Performance rating in the last rating period (if applicable);
- 4. Photocopy of certificate of eligibility/rating/license;
- 5. Photocopy of Transcript of Records;
- 6. Certificate of Employment or Service Record; and
- 7. Certificate of trainings attended.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

ATTY. ROWENA CANDICE M. RUIZ, LL.M., CESO I
Executive Director
Government Procurement Policy Board – Technical Support Office Building, Commonwealth Avenue, UP Diliman Campus, Quezon City, Philippines 1121
<http://bit.ly/4d2YjdR>

ONLY APPLICANTS WHO HAVE SUBMITTED THE COMPLETE REQUIREMENTS AND MET THE MINIMUM QUALIFICATION STANDARDS WILL BE CONSIDERED.