

Republic of the Philippines
PROCUREMENT SERVICE
Request for Publication of Vacant Positions

Amara no 3
DEC 05 2022

To: CIVIL SERVICE COMMISSION (CSC)

CSC – FO Office of the President

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PROCUREMENT SERVICE in the CSC website:

Amara
FAYDAH M. DUMARPA
HRMO

Date: December 5, 2022

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	Procurement Management Officer III	N/A	16	38,150.00	Bachelor's Degree relevant to the job	4 hours relevant	1 year relevant	None required	N/A	Marketing and Sales Division (Communications Team), PS-DBM, Manila
2	Procurement Management Officer III	N/A	16	38,150.00	Bachelor's Degree relevant to the job	4 hours relevant	1 year relevant	None required	N/A	Marketing and Sales Division (Communications Team), PS-DBM, Manila
3	Procurement Management Officer II	N/A	13	29,798.00	Bachelor's Degree relevant to the job	None required	None required	None required	N/A	Marketing and Sales Division (Communications Team), PS-DBM, Manila
4	Procurement Management Officer II	N/A	13	29,798.00	Bachelor's Degree relevant to the job	None required	None required	None required	N/A	Marketing and Sales Division (Communications Team), PS-DBM, Manila

5	Accountant II (Anticipated Vacancy)	N/A	16	38,150.00	Bachelor's Degree relevant to the job	4 hours relevant	1 year relevant	Appropriate (RA 1080) Bar/Board (for positions involving practice of profession)	N/A	Depot Management Division - Luzon (RD II - Tuguegarao)
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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 January 4, 2023.

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. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

For further details, you may visit <https://ps-philgeps.gov.ph/home/index.php/about-ps/careers>

Send the application to <https://forms.gle/71zM6YVP2U8h9rET9>

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

SAMANTHA GRACE E. MOSCOSO

OIC-Division Chief, HRDD

RR Road, Cristobal St., Paco, Manila

hrddrsp@ps-philgeps.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.