

Republic of the Philippines
PROCUREMENT SERVICE
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 PROCUREMENT SERVICE in the CSC website:

ABIGAIL ANN O. ALICDAN-ESPERE

HRMO

Date: February 15, 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	Information Technology Officer III	N/A	24	90,078.00	Master's Degree or Certificate of Leadership/Management from the CSC	40 hours in management and supervision	4 years in management and supervision	None required	N/A	E-Gov Procurement Development and Operations Division, PS-DBM, PhilGEPS, New Manila, Quezon City
2	Information Technology Officer I	N/A	19	51,357.00	Bachelor's degree relevant to the job	8 hours relevant	2 years relevant	None required	N/A	IT Services Division, PS-DBM, Paco, Manila
3	Procurement Management Officer III	N/A	16	39,672.00	Bachelor's degree	4 hours of training	1 year experience	None required	N/A	PhilGEPS Customer Service, PS-DBM, PhilGEPS Office, New Manila, Quezon City
4	Procurement Management Officer III	N/A	16	39,672.00	Bachelor's degree	4 hours of training	1 year experience	None required	N/A	PhilGEPS Customer Service, PS-DBM, PhilGEPS Office, New Manila, Quezon City

5	Procurement Management Officer I	N/A	11	27,000.00	Bachelor's degree	None required	None required	None required	N/A	PhilGEPS Customer Service, PS-DBM, PhilGEPS Office, New Manila, Quezon City
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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 February 27, 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. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

Additional Information/Instruction:

- For further details, you may visit <https://ps-philgeps.gov.ph/home/index.php/about-ps/careers>
- Send the application to <https://forms.gle/i8utPoj7hsUkvsos5>

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

DENNIS S. SANTIAGO

Executive Director V

RR Road, Cristobal St., Paco, Manila

hrddrsp@ps-philgeps.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.