

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: May 03, 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	Chief Accountant	N/A	24	90,078.00	Master's degree or Certificate of Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention undertaken	4 years of supervisory/ management experience	Appropriate (RA 1080) Bar/Board (for positions involving practice of profession)	N/A	Comptroller Division, PS-DBM, Paco, Manila
2	Administrative Aide V (Chauffeur I)	N/A	5	16,543.00	None required	None required	None required	Professional Driver's License	N/A	Office of the Executive Director, PS-DBM, Paco, Manila

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 May 14, 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](http://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/GSHkzA5jzmJEb9ty5>

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

**DENNIS S. SANTIAGO**

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Executive Director V

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RR Road, Cristobal St., Paco, Manila

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[hrddrsp@ps-philgeps.gov.ph](mailto:hrddrsp@ps-philgeps.gov.ph)

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**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**