

CIVIL SERVICE COMMISSION

National Capital Region

Bulletin of Vacant Positions in GOVERNMENT *



Republic of the Philippines

CIVIL SERVICE COMMISSION

JUL 15 2020 *ed*

July 15, 2020

CSC-DFPC FO: 2020-07-05

(Date of Publication)

* Please be advised that all requests for publication of vacant third level positions should be filed at the CSC-ERPO, CO (Batasan Hills, QC). The requirement to publish vacant third level position under RA No. 7041 shall be deemed complied with only if the said positions are published by the CSC-ERPO (CSC MC No. 11, s. 2007).

Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
Request for Publication of Vacant Positions

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to: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the CIVIL AVIATION AUTHORITY OF THE PHILIPPINES in the CSC website:

BGEN ERNESTO R MILO AFP (Ret)
OIC, Human Resource Management Division

Date: July 15, 2020

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	Air Traffic Management Officer V	0830	24	83406	Bachelor's degree	80 hours of training in supervisory management AND Completion of Air Traffic Service Course	4 years experience in the Air Traffic Service involving Administrative Supervision with Current Facility Rating	Air Traffic Control License OR Aeronautical Station Operator License	N/A	Air Traffic Service
2	Executive Assistant II	0033	17	36942	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Office of the Director General
3	Senior Corporate Planning Analyst	0336	16	33584	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Corporate Planning Office/Strategic Planning Division
4	Financial Analyst III	0496	18	40637	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	AFS/ Treasury Division
5	Administrative Assistant I	0521	7	15738	Completion of two years studies in college	None required	None required	Career Service Sub-Professional; First level eligibility	N/A	Flight Standards Inspectorate Service/ Regulatory Standard Department

6	Department Manager III	0520	27	121411	Bachelor's degree	120 hours supervisory or managerial training	3 years functionally related supervisory or managerial experience	Career Service Professional	N/A	Flight Standards Inspectorate Service/ Regulatory Standard Department
7	Firefighter I	2651	6	14847	Completion of two years studies in college	None required	None required	Career Service Sub-Professional; First Level Eligibility	N/A	Virac Airport

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 July 27, 2020.

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.
5. Or any additional documents that may be required by the Human Resource Management Division (HRMD).

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


 BGEN ERNESTO R MILO AFP (Ret)
 OIC, Human Resource Management Division
 Old MIA Road, Pasay City
caappssecretariat@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.