

Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
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 CIVIL AVIATION AUTHORITY OF THE PHILIPPINES in the CSC website:



AMNERIS G. GABRIEL

OIC, Human Resource Management Division

Date:

January 20, 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	Assistant Director General I	2199	27	121411	Bachelor's Degree in Engineering (Civil/Geodetic /Electrical/Mechanical) or BS in Architecture	120 hours of training in management and supervision AND 120 hours of training in Airport Engineering, Management and other trainings related to civil aviation conducted by International Civil Aviation Organization (ICAO), Civil Aviation Training Center (CATC) of the Philippines/other foreign countries and other agencies/ organizations	Eleven (11) years experience in Aerodrome planning, construction, development, maintenance and operations, Six (6) years of of which involves Aerodrome maintenance and operations and Five (5) years of which involves management and supervision	Appropriate RA 1080	N/A	Aerodrome Development and Management Service
2	Executive Assistant I	2200	14	27755	Bachelor's degree	4 hours of training	1 year of experience	Career Service (Professional) Second Level Eligibility	N/A	Aerodrome Development and Management Service
3	Division Chief III	2244	25	95083	Bachelor's Degree in Engineering (Civil/Geodetic /Electrical/Mechanical) or BS in Architecture	80 hours of training in management and supervision AND 80 hours of training in Airport Engineering, Management and other trainings related to civil aviation conducted by International Civil Aviation Organization (ICAO), Civil Aviation Training Center (CATC) of the Philippines/other foreign countries and other agencies/ organizations	Nine (9) years experience in Aerodrome planning, construction, development, maintenance and operations, Six (6) years of of which involves Aerodrome maintenance and operations and Three (3) years of which involves management and supervision	Appropriate RA 1080	N/A	Aerodrome Development and Management Service / Aerodrome Operation Department / Repair and Maintenance Division

4	Supervising Aerodrome Engineer	2245	24	83406	Bachelor's Degree in Engineering (Civil/Geodetic /Electrical/Mechanical) or BS in Architecture	80 hours of training in management and supervision AND 80 hours of training in Airport Engineering, Management and other trainings related to civil aviation conducted by International Civil Aviation Organization (ICAO), Civil Aviation Training Center (CATC) of the Philippines/other foreign countries and other agencies/ organizations	Eight (8) years experience in Aerodrome planning, construction, development, maintenance and operations, Six (6) years of of which involves Aerodrome maintenance and operations and Two (2) years of which involves management and supervision	Appropriate RA 1080	N/A	Aerodrome Development and Management Service / Aerodrome Operation Department / Repair and Maintenance Division
5	Firefighter III	2260	10	19233	Completion of two years studies in college	8 hours of relevant training	2 years of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Aerodrome Development and Management Service / Aerodrome Operation Department / Operational Safety Division

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 4, 2022.

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.

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

AMNERIS G. GABRIEL

Officer-In-Charge, Human Resource Management Division

Old MIA Road, Pasay City

psb_secretariat@caap.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.