



Infostructure Management Bureau - National Government Data Center Project

The National Government Data Center Project of the Department of Information and Communications Technology (DICT) in the Central Office and Subic is looking for the following **Job Order** Personnel for immediate hiring:

Central Office (C.P. Garcia, Diliman Q.C.)

Position	Function	No. of Position	Salary Grade	Monthly Rate + 20%
Architect III	Design and Development Team Architect	1	19-1	56,149.20
Information Technology Officer I	Infrastructure Team Lead	1	19-1	56,149.20
Information Technology Officer I	Systems Engineering Lead	1	19-1	56,149.20
Engineer II	Level II Network Engineer	1	16-1	42,127.20
Engineer II	Electronics Engineer	1	16-1	42,127.20
Information Systems Analyst II	Level II Systems Administrator	2	16-1	42,127.20
Information Systems Analyst I	Level I Network Engineer	2	12-1	29,394.00
Project Development Officer I	Procurement Support	1	11-1	26,779.20

NGDC3 Subic Bay Freeport Zone

Information Technology Officer II	NGDC Subic Technical Lead	1	22-1	80,240.40
Information Systems Analyst III	Systems Administrator	1	19-1	56,149.20
Information Systems Analyst II	NOC Supervisor	3	16-1	42,127.20
Engineer II	Electronics Engineer	1	16-1	42,127.20
Engineer II	Mechanical Engineer	1	16-1	42,127.20
Project Development Officer II	Admin Coordinator	1	15-1	38,463.60
Procurement Management Officer II	Procurement Support	1	13-1	32,104.80
Administrative Assistant V	Electrician	3	11-1	26,779.20
Computer Maintenance Technologist I	NOC Operator	5	11-1	26,779.20

Administrative Assistant II	Document Controller	1	8-1	21,006.00
Administrative Assistant II	Secretary	1	8-1	21,006.00
Master Plumber	Plumber	2	8-1	21,006.00
Administrative Assistant II	Mason Foreman	2	8-1	21,006.00
Administrative Assistant II	Aircon Technician	1	8-1	21,006.00
Administrative Aide VI	Driver	2	6-1	18,628.80
Administrative Aide VI	Utility Worker	6	6-1	18,628.80
Administrative Aide VI	Watchman	4	6-1	18,628.80

Interested applicants may apply thru this link <https://forms.gle/9ogNZiutAuYrkFz39> or scan the QR Code provided below for the IMB-NGDC JOB APPLICATION FORM and you will be required to upload the following requirements (in PDF format).

1. **LETTER OF INTENT** addressed to **Dir. ANTONIO EDWARD E. PADRE, Director IV for Infostructure Management Bureau (IMB)**
2. Filled Out **PERSONAL DATA SHEET & WORK EXPERIENCE SHEET**
 - Please follow this link or scan the QR Code provided below <http://csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheet-revised-2017.html> CSC PDS (Revised 2017) for a downloadable form and your guide in filling out the form.
 - Convert into one (1) PDF file
3. Updated **CURRICULUM VITAE**
 - Ensure that you indicate your active email address and contact number

Only applicants with complete application documents will be processed.

APPLICATION DEADLINE: 15 APRIL 2022

APPLICATION FORM



SCAN ME :)

CSC PDS & WES FORM



SCAN ME :)

IMB-NGDC JOB VACANCY POSITION AND QUALIFICATION GUIDE

Position	Function	No. of Position	Salary Grade	Monthly Rate + 20%	QUALIFICATIONS			
					Education	Work Experience	Trainings	Eligibility (Preferable but not required)
Architect III	Design and Development Team Architect	1	19-1	56,149.20	Bachelor's degree in Architecture	2 years of relevant experience	8 hours of relevant training	RA 1080 (Architect) <i>Required</i>
Information Technology Officer I	Infrastructure Team Lead	1	19-1	56,149.20	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility
Information Technology Officer I	Systems Engineering Lead	1	19-1	56,149.20	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility
Engineer II	Level II Network Engineer	1	16-1	42,127.20	Bachelor's degree in Engineering	1 year of relevant experience	4 hours of relevant training	RA 1080 (Engineer) <i>Required</i>
Engineer II	Electronics Engineer	1	16-1	42,127.20	Bachelor's degree in Engineering	1 year of relevant experience	4 hours of relevant training	RA 1080 (Engineer) <i>Required</i>
Information Systems Analyst II	Level II Systems Administrator	2	16-1	42,127.20	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility
Information Systems Analyst I	Level I Network Engineer	2	12-1	29,394.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility

Project Development Officer I	Procurement Support	1	11-1	26,779.20	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility
<u>NGDC Subic</u>								
Information Technology Officer II	NGDC3 Technical Lead	1	22-1	80,240.40	Bachelor's degree relevant to the job	3 years of relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility
Information Systems Analyst III	Systems Administrator	1	19-1	56,149.20	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility
Information Systems Analyst II	NOC Supervisor	3	16-1	42,127.20	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility
Engineer II	Electronics Engineer	1	16-1	42,127.20	Bachelor's degree in Engineering	1 year of relevant experience	4 hours of relevant training	RA 1080 (Engineer) <i>Required</i>
Engineer II	Mechanical Engineer	1	16-1	42,127.20	Bachelor's degree in Engineering	1 year of relevant experience	4 hours of relevant training	RA 1080 (Engineer) <i>Required</i>
Project Development Officer II	Admin Coordinator	1	15-1	38,463.60	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility
Procurement Management Officer II	Procurement Support	1	13-1	32,104.80	Bachelor's degree	None required	None required	None required (contractual)
Administrative Assistant V	Electrician	3	11-1	26,779.20	High school graduate or completion of relevant vocational course	2 years of relevant experience	8 hours of relevant training	Building Wiring Electrician (-250 volts) (MC 11, s. 1996 - Cat. I)

Computer Maintenance Technologist I	NOC Operator	5	11-1	26,779.20	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility
Administrative Assistant II	Document Controller	1	8-1	21,006.00	Completion of 2 years of studies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility
Administrative Assistant II	Secretary	1	8-1	21,006.00	Completion of 2 years of Sstudies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility
Master Plumber	Plumber	2	8-1	21,006.00	High school graduate or completion of a relevant vocational course	2 years of relevant experience	8 hours of relevant training	RA 1080
Administrative Assistant II	Mason Foreman	2	8-1	21,006.00	High school graduate or completion of relevant vocational course	1 year of relevant experience	4 hours of relevant training	None required (MC 11, s. 1996 - Cat. III)
Administrative Assistant II	Aircon Technician	1	8-1	21,006.00	High school graduate or completion of relevant vocational/trade course	1 year of relevant experience	4 hours of relevant training	Building Wiring Electrician (-250 volts) (MC 11, s. 1996 - Cat. I)

Administrative Aide VI	Driver	2	6-1	18,628.80	Elementary school graduate	None required	None required	Professional Driver's License (MC 11, s. 1996 - Cat. IV)
Administrative Aide VI	Utility Worker	6	6-1	18,628.80	Elementary school graduate	None required	None required	None required (MC 11, s. 1996 - Cat. III)
Administrative Aide VI	Watchman	4	6-1	18,628.80	Elementary school graduate	None required	None required	None required (MC 11, s. 1996 - Cat. III)
						CO (10) / Subic (36) = Total no. of Vacancy = 46		