

**NOTICE OF VACANCIES
CENTRAL OFFICE**

Date of Publication : 24 June 2022

1. *Chief Administrative Officer (Budget Officer V)*, OSEC-DICTB-CADOF-17-2017, Finance Service – Budget Division

Monthly Salary (SG 24)	Php 88,410.00
Other Benefits/ Incentives: (Entitlement is subject to existing guidelines, rules and regulations)	<ul style="list-style-type: none">○ Php 2,000.00 – Monthly Personal Economic Relief Allowance○ Php 10,000 – Representation and Transportation Allowance○ Php 88,410.00 – Mid-Year Bonus○ Php 88,410.00 – Year-End Bonus○ Php 6,000.00 – Clothing Allowance○ Php 5,000.00 – Cash Gift
Education	Master's degree or Certificate in Leadership and Management from CSC
Training	40 hours of supervisory/management learning and development intervention
Experience	4 years of supervisory/management experience
Eligibility	Career Service (Professional) Second Level Eligibility

2. *Attorney III*, OSEC-DICTB-ATY3-231-2017, Legal Service – Legal Affairs Division

Monthly Salary (SG 21)	Php 62,449.00
Other Benefits/ Incentives: (Entitlement is subject to existing guidelines, rules and regulations)	<ul style="list-style-type: none">○ Php 2,000.00 – Monthly Personal Economic Relief Allowance○ Php 62,449.00 – Mid-Year Bonus○ Php 62,449.00 – Year-End Bonus○ Php 6,000.00 – Clothing Allowance○ Php 5,000.00 – Cash Gift
Education	Bachelor of Laws
Training	4 hours of relevant training
Experience	1 year of relevant experience
Eligibility	RA 1080

3. *Engineer III*, OSEC-DICTB-ENG3-180-2017, Government Digital Transformation Bureau – ICT Infostructure and Connectivity Division

Monthly Salary (SG 19)	Php 49,835.00
Other Benefits/ Incentives:	<ul style="list-style-type: none">○ Php 2,000.00 – Monthly Personal Economic Relief Allowance○ Php 49,835.00 – Mid-Year Bonus○ Php 49,835.00 – Year-End Bonus

<i>(Entitlement is subject to existing guidelines, rules and regulations)</i>	<ul style="list-style-type: none"> ○ Php 6,000.00 – Clothing Allowance ○ Php 5,000.00 – Cash Gift
Education	Bachelor's degree in Engineering relevant to the job
Training	8 hours of relevant training
Experience	2 years of relevant experience
Eligibility	RA 1080

4. *Engineer II*, OSEC-DICTB-ENG2-234-2017, Government Digital Transformation Bureau – ICT Infostructure and Connectivity Division
5. *Engineer II*, OSEC-DICTB-ENG2-235-201, Government Digital Transformation Bureau – ICT Infostructure and Connectivity Division
6. *Engineer II*, OSEC-DICTB-ENG2-237-2017, Government Digital Transformation Bureau – Development, Test and Project Management Teams
7. *Engineer II*, OSEC-DICTB-ENG2-232-2017, Infostructure Management Bureau – Core ICT Infrastructure Management Division
8. *Engineer II*, OSEC-DICTB-ENG2-223-2017, Cybersecurity Bureau – Critical Infostructure Evaluation and Cybersecurity Standards Division

Monthly Salary <i>(SG 16)</i>	Php 38,150.00
Other Benefits/ Incentives: <i>(Entitlement is subject to existing guidelines, rules and regulations)</i>	<ul style="list-style-type: none"> ○ Php 2,000.00 – Monthly Personal Economic Relief Allowance ○ Php 38,150.00 – Mid-Year Bonus ○ Php 38,150.00 – Year-End Bonus ○ Php 6,000.00 – Clothing Allowance ○ Php 5,000.00 – Cash Gift
Education	Bachelor's degree in Engineering relevant to the job
Training	4 hours of relevant training
Experience	1 year of relevant experience
Eligibility	RA 1080

9. *Engineer I*, OSEC-DICTB-ENG1-225-2017, Infostructure Management Bureau – Data Center Management Division
10. *Engineer I*, OSEC-DICTB-ENG1-226-2017, Infostructure Management Bureau – Data Center Management Division
11. *Engineer I*, OSEC-DICTB-ENG1-227-2017, Infostructure Management Bureau – Data Center Management Division
12. *Engineer I*, OSEC-DICTB-ENG1-228-2017, Infostructure Management Bureau – Data Center Management Division
13. *Engineer I*, OSEC-DICTB-ENG1-229-2017, Infostructure Management Bureau – Data Center Management Division
14. *Engineer I*, OSEC-DICTB-ENG1-230-2017, Infostructure Management Bureau – Data Center Management Division

15. *Engineer I*, OSEC-DICTB-ENG1-231-2017, Infostructure Management Bureau – Data Center Management Division
16. *Engineer I*, OSEC-DICTB-ENG1-232-2017, Infostructure Management Bureau – Data Center Management Division

Monthly Salary (SG 12)	Php 27,608.00
Other Benefits/ Incentives: (Entitlement is subject to existing guidelines, rules and regulations)	<ul style="list-style-type: none"> ○ Php 2,000.00 – Monthly Personal Economic Relief Allowance ○ Php 27,608.00 – Mid-Year Bonus ○ Php 27,608.00 – Year-End Bonus ○ Php 6,000.00 – Clothing Allowance ○ Php 5,000.00 – Cash Gift
Education	Bachelor's degree in Engineering relevant to the job
Training	None required
Experience	None required
Eligibility	RA 1080

17. *Information Systems Analyst I*, OSEC-DICTB-INFOSA1-31-2017, Infostructure Management Bureau – Core ICT Infrastructure Management Division
18. *Information Systems Analyst I*, OSEC-DICTB-INFOSA1-27-2017, Cybersecurity Bureau – National Computer Emergency Response Team Division

Monthly Salary (SG 12)	Php 27,608.00
Other Benefits/ Incentives: (Entitlement is subject to existing guidelines, rules and regulations)	<ul style="list-style-type: none"> ○ Php 2,000.00 – Monthly Personal Economic Relief Allowance ○ Php 27,608.00 – Mid-Year Bonus ○ Php 27,608.00 – Year-End Bonus ○ Php 6,000.00 – Clothing Allowance ○ Php 5,000.00 – Cash Gift
Education	Bachelor's degree relevant to the job
Training	None required
Experience	None required
Eligibility	Career Service (Professional) Second Level Eligibility

19. *Computer Programmer I*, OSEC-DICTB-COMPRO1-224-2017, ICT Literacy and Competency Development Bureau – Training Management Division
20. *Computer Programmer I*, OSEC-DICTB-COMPRO1-219-2017, Cybersecurity Bureau – National Computer Emergency Response Team Division
21. *Computer Programmer I*, OSEC-DICTB-COMPRO1-220-2017, Cybersecurity Bureau – National Computer Emergency Response Team Division
22. *Computer Programmer I*, OSEC-DICTB-COMPRO1-221-201, Cybersecurity Bureau – National Computer Emergency Response Team Division

Monthly Salary (SG 11)	Php 25,439.00
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Other Benefits/ Incentives:	<ul style="list-style-type: none"> ○ Php 2,000.00 – Monthly Personal Economic Relief Allowance ○ Php 25,439.00 – Mid-Year Bonus ○ Php 25,439.00 – Year-End Bonus ○ Php 6,000.00 – Clothing Allowance ○ Php 5,000.00 – Cash Gift
<i>(Entitlement is subject to existing guidelines, rules and regulations)</i>	
Education	Bachelor's degree relevant to the job
Training	None required
Experience	None required
Eligibility	Career Service (Professional) Second Level Eligibility

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 **4 July 2022**.

1. Application letter addressed to **Mr. Nestor S. Bongato, CESO V**, Assistant Secretary for Administration, Finance and Planning;
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet (WES) which can be downloaded at www.csc.gov.ph;
3. Photocopy of Diploma;
4. Photocopy of Transcript of Records;
5. Photocopy of certificate of eligibility/rating/license, if applicable;
6. Certificates of relevant training, seminars and awards/recognition, if any;
7. Performance rating in the last rating period (if applicable);
8. Certificate of previous employment, if applicable;
9. Certification of no pending administrative charge; and,
10. NBI Clearance (for cases of original appointment and reemployment).

QUALIFIED APPLICANTS are advised to send through email their application to:

Ms. Yesly Corazon R.D. Jaen
 Director IV - Administrative Service
 DICT Bldg., C.P. Garcia Avenue, U.P. Diliman, Quezon City

Careers@dict.gov.ph

