

**NOTICE OF VACANCIES**
REGIONAL OFFICE NO. IX AND BASULTA

Date of Publication : 14 July 2022

1. *Information Technology Officer II*, OSEC-DICTB-ITO2-196-2017, Regional Office No. IX and BASULTA – Technical Operations Division

Monthly Salary (SG 22)	Php 69,963.00
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 69,963.00 – Mid-Year Bonus○ Php 69,963.00 – Year-End Bonus○ Php 6,000.00 – Clothing Allowance○ Php 5,000.00 – Cash Gift
Education	Bachelor's degree relevant to the job
Training	16 hours of relevant training
Experience	3 years of relevant experience
Eligibility	Career Service (Professional) Second Level Eligibility

2. *Information Technology Officer I*, OSEC-DICTB-ITO1-102-2017, Regional Office No. IX and BASULTA – Technical Operations Division

Monthly Salary (SG 19)	Php 49,835.00
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 49,835.00 – Mid-Year Bonus○ Php 49,835.00 – Year-End Bonus○ Php 6,000.00 – Clothing Allowance○ Php 5,000.00 – Cash Gift
Education	Bachelor's degree relevant to the job
Training	8 hours of relevant training
Experience	2 years of relevant experience
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 **24 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. Maria Teresa M. Camba

Director IV – Office of the Regional Director

DICT Bldg., Corcuerra Extension, Port Area, Zamboanga City

Careers.mc1@dict.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

