

Republic of the Philippines
BASES CONVERSION DEVELOPMENT AUTHORITY
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 BASES CONVERSION DEVELOPMENT AUTHORITY in the CSC website:


PATRICK ROEHL C. FRANCISCO

Vice President, HRMD

Date: 12-Sep-24

No.	Position Title (Parenthetical Title, if applicable)	Plentilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
1	Chief Administrative Officer	134	JG 12	83,173	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention undertaken	4 years of supervisory/management experience	Career Service (Professional) Second level Eligibility	Property and Procurement Management Department/BAC Secretariat Division - Taguig City

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 **September 23, 2024**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017), duly notarized, and Work Experience Sheet, forms of 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.

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

JOSHUA M. BINGCANG
President and CEO
31st Street cor 2nd Avenue, Bonifacio
hrmd_recruitment@bcta.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

* When sending applications via email, indicate Position title, Item No and Full Name in Subject Line