



Funding the Republic

Republic of the Philippines
Department of Finance
BUREAU OF THE TREASURY
Intramuros, Manila 1002

December 16, 2009

VACANT POSITIONS TO BE FILLED-UP

POSITION : **TREASURY OPERATIONS OFFICER IV**
SALARY GRADE : SG-19
SALARY RATE : ₱ 284,436.00
PLACES OF ASSIGNMENT : Receipts, Investments and Disbursement Division (RIDD)
Fund Validation Division (FVD)
Fund Transfer Division (FTD)
Fiscal Planning and Assessment Division (FPAD)
National Cash Accounting Division (NCAD)
ITEM NOS. : TROO4-4-1999
TROO4-9-1999
TROO4-14-1999
TROO4-61-1999
TROO4-25-1999

QUALIFICATION STANDARDS

Education : Bachelor's Degree relevant to the job
Experience : Two (2) years of relevant experience
Training : Eight (8) hours of relevant training
Civil Service Eligibility : Career Service (Professional); 2nd Level Eligibility

POSITION : **TREASURY OPERATIONS OFFICER III**
SALARY GRADE : SG-16
SALARY RATE : ₱ 234,168.00
PLACE OF ASSIGNMENT : Debt Monitoring and Analysis Division (DMAD)
ITEM NO. : TROO3-29-1999

QUALIFICATION STANDARDS

Education : Bachelor's Degree relevant to the job
Experience : One (1) year of relevant experience
Training : Four (4) hours of relevant training
Civil Service Eligibility : Career Service (Professional); 2nd Level Eligibility

ATTY. MA. VICTORIA Y. YAMBAO-PATINIO
Officer-in-Charge
Human Resource Management Division

Noted:

ATTY. RAYMUNDO U. TAN
Officer-in-Charge
Administrative Service

Note: Interested applicants may submit their applications
at the Human Resource Management Division.



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VACANT POSITIONS TO BE FILLED-UP

POSITION : **EXECUTIVE ASSISTANT IV**
SALARY GRADE : SG-22
SALARY RATE : P 337,608.00
PLACE OF ASSIGNMENT : Office of the Treasurer of the Philippines
ITEM NO. : EXA4-1-1999

QUALIFICATION STANDARDS

Education : Bachelor's Degree relevant to the job
Experience : Three (3) years of experience
Training : Sixteen (16) hours of training
Civil Service Eligibility : Career Service (Professional); 2nd Level Eligibility

POSITION : **EXECUTIVE ASSISTANT III**
SALARY GRADE : SG-20
SALARY RATE : P 303,540.00
PLACES OF ASSIGNMENT : Office of the Treasurer of the Philippines
: Office of the Deputy Treasurer of the Philippines Gisela F. Lood
ITEM NOS. : EXA3-1-1999
: EXA3-2-1999

QUALIFICATION STANDARDS

Education : Bachelor's Degree
Experience : Two (2) year of experience
Training : Eight (8) hours of training
Civil Service Eligibility : Career Service (Professional); 2nd Level Eligibility

ATTY. MA. VICTORIA Y. YAMBAO-PATINIO
Officer-in-Charge
Human Resource Management Division

Noted:

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VACANT POSITIONS TO BE FILLED-UP

POSITION : **CHIEF TREASURY OPERATIONS OFFICER I**
SALARY GRADE : SG-22
SALARY RATE : P 337,608.00
PLACES OF ASSIGNMENT : Human Resource Management Division (HRMD)
Property and Supply Management Division (PSMD)
Communications and Records Management Division (CRMD)
ITEM NOS. : CTREOO1-14-1999
CTREOO1-17-1999
CTREOO1-18-1999

QUALIFICATION STANDARDS

Education : Bachelor's Degree
Experience : Three (3) years of relevant experience
Training : Sixteen (16) hours of relevant training
Civil Service Eligibility : Career Service (Professional); 2nd Level Eligibility

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VACANT POSITIONS TO BE FILLED-UP

POSITION : **SPECIAL INVESTIGATOR I**
SALARY GRADE : **SG-11**
SALARY RATE : **₱ 170,376.00**
PLACE OF ASSIGNMENT : **Legal Service**
ITEM NO. : **SPI1-7-1999**

QUALIFICATION STANDARDS

Education : Bachelor's Degree relevant to the job
Experience : None required
Training : None required
Civil Service Eligibility : Career Service (Professional); 2nd Level Eligibility

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Human Resource Management Division

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