

Republic of the Philippines
BUREAU OF THE TREASURY
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 BUREAU OF THE TREASURY in the CSC website:

ORIGINAL SIGNED
CONCEPCION S. AUSTRIA
OIC - Regional Director, NCR

Date: 15-Jul-24

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Chief Treasury Operations Officer I	CTREOO1-40-1999	22	71511	Bachelor's Degree	Sixteen (16) hours of Relevant Training	Three (3) years of Relevant Experience	Career Service (Professional) 2nd level Eligibility		NCR - District I
2	Chief Treasury Operations Officer I	CTREOO1-42-1999	22	71511	Bachelor's Degree	Sixteen (16) hours of Relevant Training	Three (3) years of Relevant Experience	Career Service (Professional) 2nd level Eligibility		NCR - District III

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 July 28, 2024.

1. **Application Letter** indicating the exact Position and Division you are applying for;
2. Fully accomplished **Personal Data Sheet (PDS)** with recent passport-sized picture (CS Form No. 212, Revised 2017) and **Work Experience Sheet** which can be downloaded at www.csc.gov.ph;
3. **Performance Evaluation** in the last two (2) rating period (if available);
4. **Diploma and Transcript of Records**;
5. **Certificate/s of Training/Seminars** relevant to the position to be filled;
6. **Authenticated copy of Certificate of Eligibility/Rating/License**; and
7. **Certificate of Employment** with Duties and Responsibilities relevant to the position to be filled.

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

CONCEPCION S. AUSTRIA
OIC - Regional Director
2/F Palacio del Gobernador Bldg., Intramuros, Manila
ncr@treasury.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.