



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

Bulletin of Vacant Positions

| Group/Service/Collection District/Division | Item Number | Plantilla Position | SG | CSC Qualification Standards | Nature and Functions of Work | Competencies Required |
|---|-------------------|----------------------------------|-----------|--|---|--|
| ASSESSMENT AND OPERATIONS COORDINATING GROUP | | | | | | |
| Auction and Cargo Disposal Division | BOCB-CCOO-23-1998 | Chief Customs Operations Officer | 24 | Education: Master's Degree or Certificate in Leadership and Management from the CSC Experience: 4 years of supervisory/management experience Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years Eligibility: Career Service Professional/Second Level Eligibility | <ul style="list-style-type: none"> Plans, manages, coordinates and organizes activities of a division in a variety of administrative, technical and fiscal functions | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the division; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
| Port Operations Division | BOCB-CCOO-45-1998 | Chief Customs Operations Officer | | | | |
| Valuation and Classification Division | BOCB-CCOO-1-1998 | Chief Customs Operations Officer | | | | |

ENFORCEMENT GROUP

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| <p>Customs Police Division</p> | <p>BOCB-SPPCH-1-1998</p> | <p>Special Police Chief</p> | <p>24</p> | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC Experience: 4 years of supervisory/management experience Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> • Plans, manages, coordinates and organizes activities of a division in a variety of administrative, technical and fiscal functions. | <p>*Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the division; develop and to see through completion plans, programs and projects; enforce customs laws, rules and regulations.</p> |
| <p>Radio Communication Division</p> | <p>BOCB-CCOO-53-1998</p> | <p>Chief Customs Operations Officer</p> | <p>24</p> | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC Experience: 4 years of supervisory/management experience Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> • Plans, manages, coordinates and organizes activities of a division in a variety of administrative, technical and fiscal functions | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the division; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |

INTELLIGENCE GROUP

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| Investigation and Prosecution Division | BOCB-ATY4-59-2010 | Attorney IV | 23 | Education: Bachelor's degree relevant to the job Experience: 2 years of relevant experience Training: 8 hours of relevant training Eligibility: RA 1080 | <ul style="list-style-type: none">• Performs highly advanced professional legal work• Assists the Division Chief in supervising the case preparation including consolidation of evidence and preparation of legal documentations | Ability to: recognize, interpret and apply provisions of the TCCP, customs administrative Orders & Memoranda and the jurisprudence on revenue laws and in the prosecution of administrative and criminal cases; manage the administrative, technical operations of the division |
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REVENUE COLLECTION AND MONITORING GROUP

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| Prosecution and Litigation Division | BOCB-ATY4-13-2008 | Attorney IV | 23 | <p>Education: Bachelor's degree relevant to the job Experience: 2 years of relevant experience Training: 8 hours of relevant training Eligibility: RA 1080</p> | <p>• Performs highly advanced professional legal work • Assists the Division Chief in supervising the case preparation including consolidation of evidence and preparation of legal documentations</p> | <p>Ability to: recognize, interpret and apply provisions of the TCCP, customs administrative Orders & Memoranda and the jurisprudence on revenue laws and in the prosecution of administrative and criminal cases; manage the administrative, technical operations of the division</p> |
| Prosecution and Litigation Division | BOCB-ATY4-7-2008 | Attorney IV | | | | |
| Appellate Division | BOCB-ATY4-1-2008 | Attorney IV | | | | |

PORT OF BATANGAS

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| Port of Batangas | BOCB-COC4-15-1998 | Collector of Customs IV | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none">• Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
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PORT OF CAGAYAN DE ORO

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| Port of Cagayan de Oro | BOCB-COC4-7-1998 | Collector of Customs IV | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> • Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| Sub-Port of Iligan | BOCB-COC3-7-1998 | Collector of Customs III | 23 | <p>Education: Bachelor's degree</p> <p>Experience: 3 years relevant experience</p> <p>Training: 16 hours relevant training</p> <p>Eligibility: Career Service Professional or its equivalent</p> | <ul style="list-style-type: none"> • Plans, assigns and supervises the work of staff in assigned subport under the collection district • Performs the duties of a Collector IV in his absence | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port/subport; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |

PORT OF CEBU

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|--------------------|-------------------|--------------------------|-----------|--|---|---|
| Port of Cebu | BOCB-COC5-13-1998 | Collector of Customs V | 25 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 5 years of supervisory/management experience</p> <p>Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> Plans, manages, coordinates, organizes activities, promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| Port of Cebu | BOCB-COC5-11-1998 | Collector of Customs V | | | | |
| Sub-Port of Mactan | BOCB-COC3-6-1998 | Collector of Customs III | 23 | <p>Education: Bachelor's degree</p> <p>Experience: 3 years relevant experience</p> <p>Training: 16 hours relevant training</p> <p>Eligibility: Career Service Professional or its equivalent</p> | <ul style="list-style-type: none"> Plans, assigns and supervises the work of staff in assigned subport under the collection district Performs the duties of a Collector IV in his absence | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port/subport; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |

PORT OF CLARK

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| Port of Clark Int'l Airport | BOCB-COC5-4-2002 | Collector of Customs V | 25 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 5 years of supervisory/management experience</p> <p>Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> Plans, manages, coordinates, organizes activities, promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| Port of Clark Int'l Airport | BOCB-COC5-2-2002 | Collector of Customs V | | | | |

PORT OF DAVAO

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| Port of Davao | BOCB-COC4-11-1998 | Collector of Customs IV | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none">• Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
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PORT OF ILOILO

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| Port of Iloilo | BOCB-COC5-10-1998 | Collector of Customs V | 25 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 5 years of supervisory/management experience</p> <p>Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none">• Plans, manages, coordinates, organizes activities, promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
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PORT OF LEGASPI

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| Port of Legaspi | BOCB-COC4-17-1998 | Collector of Customs IV | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none">• Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
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PORT OF MANILA

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| POSTAL | BOCB-COC3-3-1998 | Collector of Customs III | 23 | Education: Bachelor's degree Experience: 3 years relevant experience Training: 16 hours relevant training Eligibility: Career Service Professional or its equivalent | <ul style="list-style-type: none">• Plans, assigns and supervises the work of staff in assigned subport under the collection district• Performs the duties of a Collector IV in his absence | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port/subport; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
| Customs Postal Office | BOCB-COC4-13-1998 | Collector of Customs IV | 24 | Education: Master's Degree or Certificate in Leadership and Management from the CSC Experience: 5 years of supervisory/management experience Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years Eligibility: Career Service Professional/Second Level Eligibility | <ul style="list-style-type: none">• Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |

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| Miscellaneous Manufacturing Bonded Warehouse Division | BOCB-CCOO-2-1998 | Chief Customs Operations Officer | 24 <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> Plans, manages, coordinates and organizes activities of a division in a variety of administrative, technical and fiscal functions | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the division; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| Warehousing Inspection Division | BOCB-CCOO-6-1998 | Chief Customs Operations Officer | | | |
| Public Private Bonded Warehouse Division | BOCB-CCOO-7-1998 | Chief Customs Operations Officer | | | |
| Auction and Cargo Disposal Division | BOCB-CCOO-11-1998 | Chief Customs Operations Officer | | | |
| Customs Container Control Division | BOCB-CCOO-13-1998 | Chief Customs Operations Officer | | | |

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| Export Division | BOCB-CCOO-26-1998 | Chief Customs Operations Officer | | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> Plans, manages, coordinates and organizes activities of a division in a variety of administrative, technical and fiscal functions | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the division; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| Entry Processing Division | BOCB-CCOO-21-1998 | Chief Customs Operations Officer | | | | |

PORT OF SAN FERNANDO

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| Port of San Fernando | BOCB-COC5-4-1998 | Collector of Customs V | 25 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 5 years of supervisory/management experience</p> <p>Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> • Plans, manages, coordinates, organizes activities, promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| Port of San Fernando | BOCB-COC4-12-1998 | Collector of Customs IV | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> • Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |

PORT OF SUBIC

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| Port of Subic | BOCB-COC5-17-1998 | Collector of Customs V | 25 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 5 years of supervisory/management experience</p> <p>Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional /Second Level eligibility</p> | <ul style="list-style-type: none">• Plans, manages, coordinates, organizes activities, promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
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PORT OF SURIGAO

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| Port of Surigao | BOCB-COC4-4-1998 | Collector of Customs IV | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| Port of Surigao | BOCB-COC4-5-1998 | Collector of Customs IV | | | | |

PORT OF TACLOBAN

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| Port of Tacloban | BOCB-COC4-3-1998 | Collector of Customs IV | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none">• Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
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PORT OF ZAMBOANGA

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| Port of Zamboanga | BOCB-COC5-19-1998 | Collector of Customs V | 25 | Education: Master's Degree or Certificate in Leadership and Management from the CSC Experience: 5 years of supervisory/management experience Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years Eligibility: Career Service Professional /Second Level eligibility | • Plans, manages, coordinates, organizes activities, promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |
| Port of Zamboanga | BOCB-COC4-9-1998 | Collector of Customs IV | 24 | Education: Master's Degree or Certificate in Leadership and Management from the CSC Experience: 4 years of supervisory/management experience Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years Eligibility: Career Service Professional/Second Level Eligibility | • Assists the Collector V in the planning, supervision, coordination and promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |

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| Sub-Port of Jolo | BOCB-COC3-8-1998 | Collector of Customs III | 23 | <p>Education: Bachelor's degree</p> <p>Experience: 3 years relevant experience</p> <p>Training: 16 hours relevant training</p> <p>Eligibility: Career Service Professional or its equivalent</p> | <ul style="list-style-type: none"> • Plans, assigns and supervises the work of staff in assigned subport under the collection district • Performs the duties of a Collector IV in his absence | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port/subport; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
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PORT OF ZAMBOANGA

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|-------------------|-------------------|----------------------------------|-----------|---|---|---|
| NAIA CUSTOMSHOUSE | BOCB-COC5-6-1998 | Collector of Customs V | 25 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 5 years of supervisory/management experience</p> <p>Training: 120 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional /Second Level eligibility</p> | <ul style="list-style-type: none"> Plans, manages, coordinates, organizes activities, promulgation of the districts regulations and instructions for the implementation of tariff and customs laws | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| NAIA CUSTOMSHOUSE | BOCB-CCOO-37-1998 | Chief Customs Operations Officer | 24 | <p>Education: Master's Degree or Certificate in Leadership and Management from the CSC</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention undertaken within the last five years</p> <p>Eligibility: Career Service Professional/Second Level Eligibility</p> | <ul style="list-style-type: none"> Plans, manages, coordinates and organizes activities of a division in a variety of administrative, technical and fiscal functions | <p>Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the division; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP</p> |
| NAIA CUSTOMSHOUSE | BOCB-CCOO-46-1998 | Chief Customs Operations Officer | | | | |
| NAIA CUSTOMSHOUSE | BOCB-CCOO-39-1998 | Chief Customs Operations Officer | | | | |
| NAIA CUSTOMSHOUSE | BOCB-CCOO-49-1998 | Chief Customs Operations Officer | | | | |
| NAIA CUSTOMSHOUSE | BOCB-CCOO-40-1998 | Chief Customs Operations Officer | | | | |
| NAIA CUSTOMSHOUSE | BOCB-CCOO-44-1998 | Chief Customs Operations Officer | | | | |

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| NAIA CUSTOMSHOUSE | BOCB-CCOO-47-1998 | Chief Customs Operations Officer | | | | |
| MIA AIRMAIL DISTRIBUTION CENTER | BOCB-COC3-5-1998 | Collector of Customs III | 23 | <p>Education: Bachelor's degree</p> <p>Experience: 3 years relevant experience</p> <p>Training: 16 hours relevant training</p> <p>Eligibility: Career Service Professional or its equivalent</p> | <ul style="list-style-type: none"> • Plans, assigns and supervises the work of staff in assigned support under the collection district • Performs the duties of a Collector IV in his absence | Ability to: lead, plan, organize and manage the administrative, technical and fiscal operations of the port/subport; develop and to see through completion plans, programs and projects; and has advance knowledge on the revised TCCP |