

Republic of the Philippines
Bureau of Customs
Request for Publication of Vacant Positions

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CIVIL SERVICE COMMISSION-NCR
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JOY R. CANOZA-BANCORO Sr. Human Resource Specialist
Date: September 28, 2022
Signature: Jane V. Melencio

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 Customs in the CSC website:

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					PLACE OF ASSIGNMENT
					Education	Experience	Training	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE AIDE III (DRIVER)	BOCB-ADA3-22-2005	3	PHP 14,125.00	Elementary School Graduate	None required	None required	Professional Driver's License (MC 11,s. 1996, as amended - Cat.IV)		REVENUE COLLECTION MONITORING GROUP
2	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-72-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		WATER PATROL DIVISION - ENFORCEMENT GROUP
3	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-73-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		WATER PATROL DIVISION - ENFORCEMENT GROUP
4	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-56-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		ASSESSMENT & OPERATIONS COORDINATING GROUP
5	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-44-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		TAX EXEMPT DIVISION - REVENUE COLLECTION MONITORING GROUP
6	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-45-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		TAX EXEMPT DIVISION - REVENUE COLLECTION MONITORING GROUP
7	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-43-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		APPELLATE DIVISION - REVENUE COLLECTION MONITORING GROUP
8	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-35-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		RULING AND RESEARCH DIVISION - REVENUE COLLECTION MONITORING GROUP
9	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-50-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		BONDS AUDIT DIVISION - REVENUE COLLECTION MONITORING GROUP
10	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-68-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		INTERNAL INQUIRY AND PROSECUTION DIVISION - INTELLIGENCE GROUP

11	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-276-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF PUERTO PRINCESA - BATANGAS
12	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-294-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		PORT OF TACLOBAN
13	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-296-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF ISABEL - TACLOBAN
14	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-48-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		COLLECTION PERFORMANCE/EVALUATION DIVISION - REVENUE COLLECTION MONITORING GROUP
15	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-5-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		FINANCIAL MANAGEMENT OFFICE - INTERNAL ADMINISTRATION GROUP
16	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-6-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		BUDGET DIVISION - INTERNAL ADMINISTRATION GROUP
17	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-32-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		GENERAL SERVICES DIVISION - INTERNAL ADMINISTRATION GROUP
18	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-30-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		CENTRAL RECORDS MANAGEMENT DIVISION - INTERNAL ADMINISTRATION GROUP
19	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-53-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		VALUATION AND CLASSIFICATION DIVISION - ASSESSMENT & OPERATIONS COORDINATING GROUP
20	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-61-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		PORT OPERATIONS DIVISION - ASSESSMENT & OPERATIONS COORDINATING GROUP
21	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-174-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		MANILA INTERNATIONAL CONTAINER PORT
22	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-180-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		MANILA INTERNATIONAL CONTAINER PORT
23	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-183-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		MANILA INTERNATIONAL CONTAINER PORT
24	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-186-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		MANILA INTERNATIONAL CONTAINER PORT

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25	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-196-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		MANILA INTERNATIONAL CONTAINER PORT
26	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-197-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		MANILA INTERNATIONAL CONTAINER PORT
27	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-277-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		PORT OF LEGASPI
28	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-316-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		PORT OF DAVAO
29	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-325-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		PORT OF CLARK
30	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-326-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		PORT OF CLARK
31	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-8-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		PLANNING AND POLICY RESEARCH DIVISION - INTERNAL ADMINISTRATION GROUP
32	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-75-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		RADIO COMMUNICATION DIVISION - ENFORCEMENT GROUP
33	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-13-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		SYSTEMS MANAGEMENT DIVISION - MANAGEMENT INFORMATION SYSTEM AND TECHNOLOGY GROUP
34	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-295-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF CATBALOGAN - TACLOBAN
35	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-330-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		INTELLIGENCE DIVISION - INTELLIGENCE GROUP
36	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-334-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		INTELLIGENCE DIVISION - INTELLIGENCE GROUP
37	ADMINISTRATIVE AIDE IV (CLERK II)	BOCB-ADA4-337-2005	4	PHP 14,993.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		INTELLIGENCE DIVISION - INTELLIGENCE GROUP
38	ADMINISTRATIVE AIDE V	BOCB-ADA5-16-2005	5	PHP 15,909.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		PUBLIC INFORMATION AND ASSISTANCE DIVISION - INTERNAL ADMINISTRATION GROUP

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39	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-84-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		NINOY AQUINO INTERNATIONAL AIRPORT CUSTOMSHOUSE
40	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-87-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		NINOY AQUINO INTERNATIONAL AIRPORT CUSTOMSHOUSE
41	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-88-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		NINOY AQUINO INTERNATIONAL AIRPORT CUSTOMSHOUSE
42	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-96-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		NINOY AQUINO INTERNATIONAL AIRPORT CUSTOMSHOUSE
43	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-97-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		MIA DOMESTIC AIRPORT - NINOY AQUINO INTERNATIONAL AIRPORT
44	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-100-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF PUERTO PRINCESA - BATANGAS
45	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-3-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		MANAGEMENT AND TECHNICAL STAFF - INTERNAL ADMINISTRATION GROUP
46	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-6-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		PLANNING AND POLICY RESEARCH DIVISION - INTERNAL ADMINISTRATION GROUP
47	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-15-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		MANAGEMENT AND TECHNICAL STAFF - REVENUE COLLECTION MONITORING GROUP
48	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-37-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		MANAGEMENT AND TECHNICAL STAFF (IEG) - INTELLIGENCE GROUP
49	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-123-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		INTELLIGENCE DIVISION - INTELLIGENCE GROUP
50	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-38-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		CUSTOMS POLICE DIVISION - ENFORCEMENT GROUP
51	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-118-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		OFFICE OF THE DEPUTY COMMISSIONER - POST CLEARANCE AUDIT GROUP
52	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-120-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		TRADE INFORMATION ANALYSIS DIVISION II - POST CLEARANCE AUDIT GROUP

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53	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-109-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		PORT OF CAGAYAN DE ORO
54	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-111-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF OZAMIS - CAGAYAN DE ORO
55	ADMINISTRATIVE AIDE VI (CLERK III)	BOCB-ADA6-43-2005	6	PHP 16,877.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		PORT OF SAN FERNANDO
56	ADMINISTRATIVE ASSISTANT I	BOCB-ADAS1-13-2005	7	PHP 17,899.00	Completion of two years studies in college	None required	None required	Career Service (Sub-professional) First Level Eligibility		ACCOUNTING DIVISION - INTERNAL ADMINISTRATION GROUP
57	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-45-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF JOSE PANGANIBAN - LEGASPI
58	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-42-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF SIAIN - BATANGAS
59	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-43-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility	CIVIL SERVICE COMMISSION-NCR DPWH FIELD OFFICE RECEIVED SEP 28 2022 Time: <i>2:10</i> JOY R. CANOZA-BANGORO Sr. Human Resource Specialist	SUB-PORT OF PUERTO PRINCESA - BATANGAS
60	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-50-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		PORT OF TACLOBAN
61	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-51-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF ISABEL - TACLOBAN
62	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-28-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF CLAVERIA - APARRI
63	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-65-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		PORT OF DAVAO
64	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-8-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		ACCOUNTING DIVISION - INTERNAL ADMINISTRATION GROUP
65	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-9-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		ACCOUNTING DIVISION - INTERNAL ADMINISTRATION GROUP
66	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-10-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		ACCOUNTING DIVISION - INTERNAL ADMINISTRATION GROUP
67	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-11-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		ACCOUNTING DIVISION - INTERNAL ADMINISTRATION GROUP

68	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-12-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		ACCOUNTING DIVISION - INTERNAL ADMINISTRATION GROUP
69	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-4-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		ACCOUNTING DIVISION - INTERNAL ADMINISTRATION GROUP
70	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-17-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		GENERAL SERVICES DIVISION - INTERNAL ADMINISTRATION GROUP
71	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-24-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		REVENUE ACCOUNTING DIVISION - REVENUE COLLECTION MONITORING GROUP
72	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-47-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF PULUPANDAN - ILOILO
73	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-53-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF SAN JOSE - TACLOBAN
74	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-55-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF BISLIG - SURIGAO
75	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-56-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF BISLIG - SURIGAO
76	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-58-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF NASIPIT - SURIGAO
77	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-63-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		ZAMBOANGA INTERNATIONAL AIRPORT
78	ADMINISTRATIVE ASSISTANT II	BOCB-ADAS2-49-2005	8	PHP 18,998.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		SUB-PORT OF DUMAGUETE - CEBU
79	ADMINISTRATIVE ASSISTANT III	BOCB-ADAS3-40-2005	9	PHP 20,402.00	Completion of two years studies in college	1 year relevant experience	4 hours relevant training	Career Service (Sub-professional) First Level Eligibility		PROSECUTION AND LITIGATION DIVISION - REVENUE COLLECTION MONITORING GROUP
80	ADMINISTRATIVE OFFICER I	BOCB-ADOF1-101-2005	10	PHP 22,190.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		SUB-PORT OF CATBALOGAN - TACLOBAN

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"This Bureau complies with the Equal Employment Opportunity Principle (EEO) and highly encourages interested and qualified applicants regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation" (2017

Interested and qualified applicants must submit application requirements thru the **BOC ONLINE APPLICATION PORTAL** not later than **October 12, 2022**

An applicant shall only apply for one position per publication. In case the applicant has submitted multiple applications under one publication, the first application shall be considered for processing.

The following are the application requirements to be uploaded thru the BOC online application portal (<https://iams.customs.gov.ph:25103/Login>), to wit:

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017);
2. Performance rating in the present position for the last rating period, which should be at least Very Satisfactory (shall be required for government employees);
- 3.a. For positions involving practice of profession (e.g. Accountant II, Attorney, Nurse, etc.): AUTHENTICATED and Valid Professional License/ Certificate of Registration/ Report of Rating issued by the Professional Regulations
- 3.b. For positions not involving practice of profession: Copy of Certificate of Eligibility;
4. Transcript of Records certified by the School Registrar or by the applicant; and
5. Certificate of Employment for BOC Contract of Service Personnel and External Applicants
6. NBI Clearance valid until **June 2023** (for **External Applicants ONLY** to be submitted during examination/interview).


KHRISTINE JANE V. MELENCIO

Acting Chief
Human Resource Management Division, Internal Administration Group,
2/F OCOM Bldg., Bureau of Customs,
Gate 3, South Harbor, Port Area, Manila
(02) 5271944/5273622 or thru mobile number 09690379699

APPLICATIONS WITH INCOMPLETE AND NON-COMPLIANT DOCUMENTS SHALL NOT BE ENTERTAINED.

