Republic of the Philippines
Bureau of Customs
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 Customs in the CSC website:

Khristine Jane V. Melencio

Date: June 18, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	PLACE OF ASSIGNMENT
					Education	Experience	Training	Eligibility		
1	COMPUTER OPERATOR II	BOCB-COMPO2-34-1998	9	PHP 19,593.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	1 year relevant experience	4 hours of relevant training	Career Service (Subprofessional) Data Encoder (MC 11, s.96 - Cat. I) First level Eligibility		PORT DATA MANAGEMENT UNIT - MANAGEMENT INFORMATION SYSTEM AND TECHNOLOGY GROUP
2	COMPUTER OPERATOR II	BOCB-COMPO2-35-1998	9	PHP 19,593.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	1 year relevant experience	4 hours of relevant training	Career Service (Subprofessional) Data Encoder (MC 11, s.96 - Cat. I) First level Eligibility		PORT DATA MANAGEMENT UNIT - MANAGEMENT INFORMATION SYSTEM AND TECHNOLOGY GROUP
3	COMPUTER FILE LIBRARIAN III	BOCB-CFL3-8-1998	12	PHP 26,052.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		PORT DATA MANAGEMENT UNIT - MANAGEMENT INFORMATION SYSTEM AND TECHNOLOGY GROUP
4	COMPUTER FILE LIBRARIAN III	BOCB-CFL3-9-1998	12	PHP 26,052.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		PORT DATA MANAGEMENT UNIT - MANAGEMENT INFORMATION SYSTEM AND TECHNOLOGY GROUP
5	COMPUTER FILE LIBRARIAN III	BOCB-CFL3-10-1998	12	PHP 26,052.00	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		PORT DATA MANAGEMENT UNIT - MANAGEMENT INFORMATION SYSTEM AND TECHNOLOGY GROUP
6	COMPUTER PROGRAMMER III	BOCB-COMPRO3-6-1998	18	PHP 43,681.00	Bachelor's Degree relevant to the job	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		SYSTEMS MANAGEMENT DIVISION - MANAGEMENT INFORMATION SYSTEM AND TECHNOLOGY GROUP

7	CUSTOMS OPERATIONS OFFICER IV	BOCB-COPO4-1-2003	18	PHP 43,681.00	Bachelor's Degree	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		TRADE INFORMATION ANALYSIS DIVISION I - POST CLEARANCE AUDIT GROUP
8	CUSTOMS OPERATIONS OFFICER IV	BOCB-COPO4-5-2003	18	PHP 43,681.00	Bachelor's Degree	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		TRADE INFORMATION ANALYSIS DIVISION II - POST CLEARANCE AUDIT GROUP
9	CUSTOMS OPERATIONS OFFICER IV	BOCB-COPO4-8-2003	18	PHP 43,681.00	Bachelor's Degree	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		AUDIT DIVISION 1 - POST CLEARANCE AUDIT GROUP
10	CUSTOMS OPERATIONS OFFICER IV	BOCB-COPO4-9-2003	18	PHP 43,681.00	Bachelor's Degree	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		AUDIT DIVISION 1 - POST CLEARANCE AUDIT GROUP
11	CUSTOMS OPERATIONS OFFICER IV	BOCB-COPO4-15-2003	18	PHP 43,681.00	Bachelor's Degree	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		AUDIT DIVISION 3 - POST CLEARANCE AUDIT GROUP
12	CUSTOMS OPERATIONS OFFICER V	BOCB-COPO5-17-2003	20	PHP 54,251.00	Bachelor's Degree	3 years relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility		AUDIT DIVISION 4 - POST CLEARANCE AUDIT GROUP
13	CUSTOMS OPERATIONS OFFICER V	BOCB-COPO5-18-2003	20	PHP 54,251.00	Bachelor's Degree	3 years relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility		AUDIT DIVISION 4 - POST CLEARANCE AUDIT GROUP
14	CUSTOMS OPERATIONS OFFICER V	BOCB-COPO5-19-2003	20	PHP 54,251.00	Bachelor's Degree	3 years relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility		AUDIT DIVISION 5 - POST CLEARANCE AUDIT GROUP
15	MEDICAL OFFICER III	BOCB-MDOF3-1-2010	21	PHP 60,901.00	Doctor of Medicine	None Required	None Required	RA 1080		MEDICAL AND DENTAL DIVISION - INTERNAL ADMINISTRATION GROUP
16	MEDICAL OFFICER IV	BOCB-MDOF4-2-2010	23	PHP 76,907.00	Doctor of Medicine	1 year relevant experience	4 hours of relevant training	RA 1080		MEDICAL AND DENTAL DIVISION - INTERNAL ADMINISTRATION GROUP

The Bureau of Customs highly encourages all interested and qualified applicants including persons with disability (PWD), and members of the indigenous communities irrespective of sexual orientation and gender identity, to apply.

Interested and qualified applicants must submit application requirements thru the **BOC ONLINE APPLICATION PORTAL** not later than **July 7, 2021**

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 Commission or Supreme Court;

3.b. For positions not involving practice of profession: Copy of Certificate of Eligibility;

4. Transcript of Record certified by the School Registrar or by the applicant; and
5. Certificate of Employment BOC Contract of Service Personnel and External Applicants
6. NBI Clearance valid until **March 2022** (To be submitted during examination/interview)

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