

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



Electronic copy to be submitted to the CSC FO must be in MS Excel format

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: March 18, 2022

| 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 | SPECIAL POLICE CHIEF | BOCB-SPPCH-1-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | CUSTOMS POLICE DIVISION - ENFORCEMENT GROUP |
| 2 | INFORMATION TECHNOLOGY OFFICER III | BOCB-ITO3-2-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | PLANNING AND MANAGEMENT INFORMATION DIVISION - MISTG |
| 3 | INFORMATION TECHNOLOGY OFFICER III | BOCB-ITO3-3-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | SYSTEMS DEVELOPMENT DIVISION - MISTG |
| 4 | INFORMATION TECHNOLOGY OFFICER III | BOCB-ITO3-5-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | TECHNICAL SUPPORT DIVISION - MISTG |
| 5 | MANAGEMENT AND AUDIT ANALYST V | BOCB-MAA5-1-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | PLANNING AND POLICY RESEARCH DIVISION - INTERNAL ADMINISTRATION GROUP |
| 6 | MANAGEMENT AND AUDIT ANALYST V | BOCB-MAA5-5-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | ASSESSMENT COORDINATION AND MONITORING DIVISION - AOCG |
| 7 | MANAGEMENT AND AUDIT ANALYST V | BOCB-MAA5-2-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | COLLECTION PERFORMANCE/EVALUATION DIVISION - RCMG |
| 8 | MANAGEMENT AND AUDIT ANALYST V | BOCB-MAA5-3-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | LIQUIDATION AND ASSESSMENT AUDIT DIVISION - RCMG |

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|----|----------------------------------|------------------|----|---------------|--|--|---|--|--|-----------------------------|
| 9 | MANAGEMENT AND AUDIT ANALYST V | BOCB-MAA5-4-1998 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | BONDS AUDIT DIVISION - RCMG |
| 10 | CHIEF CUSTOMS OPERATIONS OFFICER | BOCB-CCOO-4-2003 | 24 | PHP 88,410.00 | Master's degree OR Certificate in Leadership and Management from the CSC | 4 years of supervisory / management experience | 40 hours of supervisory / management learning development | Career Service (Professional) Second Level Eligibility | | AUDIT DIVISION 2 - PCAG |

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 **April 1, 2021**

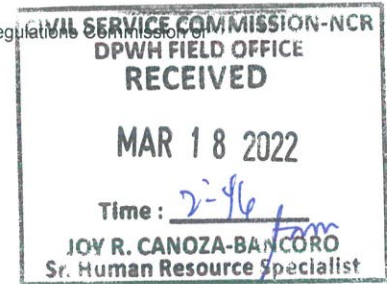
An applicant shall only apply for one position per publication. In case the applicant has submitted multiple applications under one publication, the first application shall be considered for processing.

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 Regulation Commission or Supreme Court;
- 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 **December 2022** (To be submitted during examination/interview)

KHRISTINE JANE V. MELENCIO

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