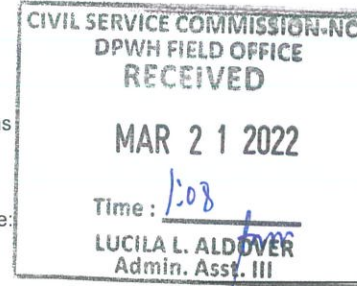


Republic of the Philippines  
**Bureau of Customs**  
Request for Publication of Vacant Positions



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 21, 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	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-172-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT OF SAN FERNANDO
2	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-306-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT OF MANILA
3	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-314-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT OF MANILA
4	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-338-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT OF MANILA
5	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-346-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT OF MANILA
6	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-347-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT OF MANILA
7	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-387-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		PORT OF MANILA

8	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-329-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		SUB-POROT OF MASINLOC - POROT OF MANILA
9	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-331-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		FTI CUSTOMS OFFICE - POROT OF MANILA
10	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-333-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		FTI CUSTOMS OFFICE - POROT OF MANILA
11	CUSTOMS OPERATIONS OFFICER I	BOCB-COPO1-335-1998	11	PHP 25,439.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		FTI CUSTOMS OFFICE - POROT OF MANILA
12	CUSTOMS OPERATIONS OFFICER II	BOCB-COPO2-3-1998	13	PHP 29,798.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		FTI CUSTOMS OFFICE - POROT OF MANILA

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 4, 2021**

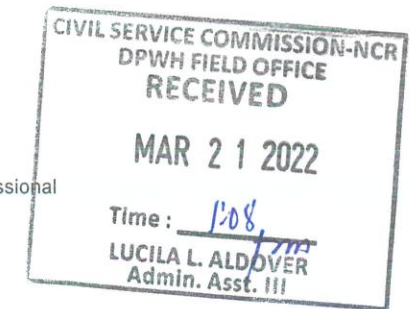
An applicant shall only apply for one position per publication. In case the applicant has submitted multiple applications under one publication, the first application shall be considered for processing.

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 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**

Acting Chief  
Human Resource Management Division, Internal Administration Group,  
2/F OCOM Bldg., Bureau of Customs,  
Gate 3, South Harbor, Port Area, Manila  
639668374445



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