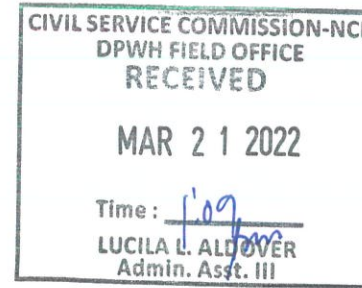


Republic of the Philippines  
**Bureau of Customs**  
Request for Publication of Vacant Positions



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:

*[Signature]*  
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	COMPUTER OPERATOR II	BOCB-COMPO2-29-1998	9	PHP 20,402.00	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 - MISTG
2	COMPUTER FILE LIBRARIAN III	BOCB-CFL3-7-1998	12	PHP 27,608.00	Bachelor's degree	None Required	None Required	Career Service (Professional) Second Level Eligibility		PORT DATA MANAGEMENT UNIT - MISTG
3	COMPUTER MAINTENANCE TECHNOLOGIST II	BOCB-CTMT2-6-1998	15	PHP 35,097.00	Bachelor's degree relevant to the job	1 year relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility		TECHNICAL SUPPORT DIVISION - MISTG
4	COMPUTER MAINTENANCE TECHNOLOGIST III	BOCB-CTMT3-5-1998	17	PHP 41,508.00	Bachelor's degree relevant to the job	1 year relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility		TECHNICAL SUPPORT DIVISION - MISTG
5	COMPUTER MAINTENANCE TECHNOLOGIST III	BOCB-CTMT3-6-1998	17	PHP 41,508.00	Bachelor's degree relevant to the job	1 year relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility		TECHNICAL SUPPORT DIVISION - MISTG
6	INFORMATION TECHNOLOGY OFFICER I	BOCB-ITO1-14-1998	19	PHP 49,835.00	Bachelor's degree relevant to the job	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		PORT DATA MANAGEMENT UNIT - MISTG
7	INFORMATION TECHNOLOGY OFFICER I	BOCB-ITO1-21-1998	19	PHP 49,835.00	Bachelor's degree relevant to the job	2 years relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility		PORT DATA MANAGEMENT UNIT - MISTG
8	INFORMATION TECHNOLOGY OFFICER II	BOCB-ITO2-7-1998	22	PHP 69,963.00	Bachelor's degree relevant to the job	4 years relevant experience	24 hours of relevant training	Career Service (Professional) Second Level Eligibility		PORT DATA MANAGEMENT UNIT - MISTG

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,

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Gate 3, South Harbor, Port Area, Manila

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

