

Republic of the Philippines
COMMISSION ON AUDIT
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 COMMISSION ON AUDIT in the CSC website:

DIR. MARIE MACEL O. TEJADA

HRMO

Date: 15/01/2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	STATE AUDITOR V	P14-BB25-0021	26	107444	<p>Master's degree or Certificate in Leadership and Management from the CSC</p> <p>For positions the duties and responsibilities of which involve practice of profession: Bachelor's degree relevant to the job, preferably BS Accountancy/BSC Accounting with appropriate RA 1080</p> <p>If without appropriate RA 1080 for positions the duties and responsibilities of which involve practice of profession: Bachelor's degree relevant to the job, preferably BS Accountancy/BSC Accounting with Master's degree/Bachelor of Laws /Certificate of Leadership from the CSC</p>	<p>120 hours of supervisory/management learning and development intervention</p> <p>Preferably with Senior Executive Development Program (SEDP) training</p>	5 years of supervisory/management experience	RA 1080 (CPA)/ Career Service Professional/Second Level Eligibility		NGS
2	ATTORNEY VI	P14-OA26-0010	26	107444	Bachelor of Laws	16 hours of supervisory/management training	3 years of supervisory/management experience	RA 1080 (BAR)		LSS
3	STATE AUDITOR II	P14-BB22-1994	19	45269	BS Accountancy/BSC-Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080 (CPA)/Career Service (Professional)/Second Level Eligibility		REGION 4A
4	STATE AUDITOR II	P14-BB22-1926	19	45269	BS Accountancy/BSC-Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080 (CPA)/Career Service (Professional)/Second Level Eligibility		REGION 4A
5	ADMINISTRATIVE OFFICER IV	P14-AA64-0148	15	30531	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional/Second Level Eligibility		PIDS

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6	ADMINISTRATIVE AIDE VI	P14-AA36-0245	6	14847	Completion of two years studies in college or High School Graduate with relevant vocational/ trade course	None required	None required	Career Service (Sub-Professional)/First Level Eligibility		REGION 4B

The COA selection process is compliant with existing laws on Anti-Discrimination and Equal Employment Opportunities.

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than March 31, 2020.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

DIR. MARIE MACEL O. TEJADA

Director III, Officer-in-Charge

Human Resource Management Office,
Commission on Audit, Commonwealth Avenue,
Quezon City

careers@coa.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CSC PUBLICATION: JANUARY 17, 2020