

PUBLICATION OF VACANT POSITIONS

As of November 2, 2017

POSITION TITLE : **STATE AUDITOR IV**
SALARY GRADE : 24

ITEM NUMBER/S : P14BB241311 P14BB240746 P14BB241299 P14BB240742
P14BB240859 P14BB240689 P14BB241317 P14BB241340
P14BB240905 P14BB241323 P14BB241285 P14BB240759
P14BB240947 P14BB241255 P14BB241221 P14BB240292
P14BB241538

QUALIFICATION

EDUCATION : BS Accountancy/BSC Accounting with appropriate RA 1080 for positions the duties and responsibilities of which involve practice of profession or
If without appropriate RA 1080 for positions the duties and responsibilities of which involve practice of profession or
BS Accountancy/BSC Accounting with Master's Degree or
BS Accountancy/BSC Accounting with Bachelor of Laws or
BS Accountancy/BSC Accounting with Certificate in Leadership and Management from the CSC

EXPERIENCE : 4 years of supervisory/management experience

TRAINING : 40 hours of supervisory/management learning and development within the last 5 years reckoned from the date of assessment

ELIGIBILITY : RA 1080 (CPA)/ Career Service Professional/Second Level Eligibility

POSITION TITLE : **ATTORNEY IV**
SALARY GRADE : 23

ITEM NUMBER/S : P14OA240298 P14OA240020

QUALIFICATION :

Education : Bachelor of Laws;

Experience : 2 years of relevant experience;

Training : 8 hours of relevant training;

Eligibility : RA 1080 (BAR)

POSITION TITLE : **SPVG ADMINISTRATIVE OFFICER**
SALARY GRADE : 22

ITEM NUMBERS : P14AA660058

QUALIFICATION :

Education Bachelor's Degree relevant to the job;

Experience 3 years of relevant experience;

Training 16 hours relevant training;

Eligibility Career Service (Professional)/ Second Level Eligibility

POSITION TITLE : **STATE AUDITOR III**

SALARY GRADE : 22

ITEM NUMBER/S : P14BB231823 P14BB230708 P14BB231038 P14BB230762
P14BB230745 P14BB231408 P14BB230800

QUALIFICATION :

Education : BS Accountancy/BSC-Accounting
Experience : 3 years of relevant experience;
Training : 16 hours of relevant training;
Eligibility : RA 1080 (CPA)/Career Service (Professional)/Second Level Eligibility

POSITION TITLE : **STATE AUDITOR II**

SALARY GRADE : 19

ITEM NUMBER/S : P14BB220532 P14BB220373 P14BB220157 P14BB220341
P14BB220282 P14BB220892

QUALIFICATION :

Education BS Accountancy/BSC-Accounting
Experience 2 years of relevant experience;
Training 8 hours of relevant training;
Eligibility RA 1080 (CPA)/Career Service (Professional)/Second Level Eligibility

POSITION TITLE : **SR TECHNICAL AUDIT SPECIALIST**

SALARY GRADE : 19

ITEM NUMBER/S : P14BC230054

QUALIFICATION :

Education Bachelor's Degree relevant to the job
Experience 2 years of relevant experience;
Training 8 hours of relevant training;
Eligibility RA 1080

POSITION TITLE : **STATE AUDITOR I**

SALARY GRADE : 16

ITEM NUMBER/S : P14BB210324 P14BB211740 P14BB210574 P14BB211114

QUALIFICATION :

Education BS Accountancy (for recruitment)
BS Accountancy/BSC-Accounting (for promotion)
Experience 1 year of relevant experience;
Training 4 hours of relevant training;
Eligibility RA 1080 (CPA)/CS Professiona,Second Level Eligibility (for promotion)
RA 1080 (CPA) (for recruitment)

POSITION TITLE : **TECHNICAL AUDIT SPECIALIST II**

SALARY GRADE : 16

ITEM NUMBER/S : P14BC220195

QUALIFICATION :

Education Bachelor's degree relevant to the job
Experience 1 year of relevant experience;
Training 4 hours of relevant training;
Eligibility RA 1080 (CPA)

POSITION TITLE : **STATE AUDITING EXAMINER II**

SALARY GRADE : 13

ITEM NUMBERS : P14BB120904 P14BB122024

QUALIFICATION :

Education BS Accountancy (For recruitment)
BS Accountancy/BSC Accounting(for promotion)
Experience None required;
Training None required;
Eligibility RA 1080 (CPA) CS Professional, Second Level Eligibility
RA 1080 (CPA) (for recruitment)

POSITION TITLE : **ADMINISTRATIVE ASSISTANT III**

SALARY GRADE : 09

ITEM NUMBER/S : P14AA430398 P14AA430274

QUALIFICATION :

Education Completion of two-year studies in college
Experience 1 year of relevant experience;
Training 4 hours of relevant training;
Eligibility Career Service (Sub-Professional)/First Level Eligibility

POSITION TITLE : **ADMINISTRATIVE AIDE VI**

SALARY GRADE : 06

ITEM NUMBER/S : P14AA360049

QUALIFICATION :

Education *Must be able to read and write/Elementary School Graduate or
**High School Graduate or completion of relevant vocational/ trade course or
***Completion of two-year studies in college or High School Graduate with
relevant vocational/trade course;
Experience 1 year of relevant experience;
Training 4 hours of relevant training;
Eligibility Relevant MC 11, s. 1996; Career Service (Sub-professional)/First Level Eligibility.

POSITION TITLE : **ADMINISTRATIVE AIDE IV**

SALARY GRADE : 04

ITEM NUMBER/S : P14AA340179

QUALIFICATION :

Education *Must be able to read and write/Elementary School Graduate or
**High School Graduate or completion of relevant vocational/ trade course or

***Completion of two-year studies in college or High School Graduate with relevant vocational/trade course;

Experience	None required;
Training	None required;
Eligibility	Relevant MC 11, s. 1996