


Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: August 15, 2023

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	SUPERVISING TAX SPECIALIST	SVTXS-4-1998	22	71511	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Indirect Taxes Branch
2	ACCOUNTANT IV	A4-10-2022	22	71511	Bachelor's Degree in Commerce/Business Administration major in Accounting	16 hours of relevant training	3 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Finance Division
3	SENIOR TAX SPECIALIST	SRTXS-4-1998	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Local Taxation Branch
4	FINANCIAL ANALYST II	FINA2-5-2022	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division

5	TAX SPECIALIST I	TXS1-3-1998	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
6	ADMINISTRATIVE OFFICER V	ADOF5-14-2022	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Human Resource Management and Development Division
7	ADMINISTRATIVE OFFICER IV	ADOF4-5-2004	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
8	ADMINISTRATIVE OFFICER IV	ADOF4-6-2004	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division
9	ADMINISTRATIVE OFFICER IV	ADOF4-8-2004	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division
10	ADMINISTRATIVE OFFICER IV	ADOF4-12-2022	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Finance Division
11	ADMINISTRATIVE OFFICER II	ADOF2-8-2011	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Human Resource Management and Development Division

12	ADMINISTRATIVE OFFICER II	ADOF2-11-2011	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Human Resource Management and Development Division
13	ADMINISTRATIVE AIDE VI (MECHANIC II)	ADA6-9-2004	6	17553	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	Mechanic (Automotive Servicing) (CSC MC No. 10, s. 2013, Cat II)	Not Applicable	General Services Division

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 August 25, 2023.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

8th Floor EDPC Building, BSP Complex, Roxas Boulevard cor.

Pablo Ocampo St., Manila

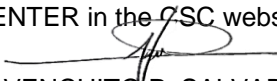
hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: June 27, 2023

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)	
	ADMINISTRATIVE AIDE III (DRIVER I)	ADA3-7-2004	3	14678	Elementary School Graduate	None Required	None Required	Professional Driver's License (CSC MC No. 10, s. 2013-Cat IV)	Not Applicable	General Services Division
	ADMINISTRATIVE AIDE III (PAPER CUTTING MACHINE OPERATOR I)	ADA3-2-2011	3	14678	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	None Required (CSC MC No. 10, s. 2013-Cat III)	Not Applicable	General Services Division

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 July 7, 2023.

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);
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4. Photocopy of Transcript of Records.

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

VENCHITO P. SALVADOR
Chief, Human Resource Management and Development Division

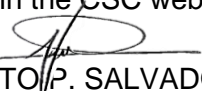
8th Floor EDPC Building, BSP Complex, Roxas Boulevard cor.
Pablo Ocampo St., Manila
hr@ntrc.gov.ph

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Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: June 21, 2023

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	DIRECTOR III	DIR 3-1-1998	27	131124	Master's Degree	120 hours of managerial training	5 years of supervisory experience	CSEE/CSE	Leadership, Core, Organizational and Technical Skills	Office of the Executive Director
2	FINANCIAL ANALYST V	FINA5-8-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
3	FINANCIAL ANALYST V	FINA5-9-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
4	FINANCIAL ANALYST V	FINA5-10-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division

5	FINANCIAL ANALYST V	FINA5-12-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
6	CHIEF ADMINISTRATIVE OFFICER	CADOF-8-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Finance Division
7	CHIEF ADMINISTRATIVE OFFICER	CADOF-13-2011	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	General Services Division
8	ATTORNEY IV	ATY4-11-2021	23	80003	Bachelor of Laws	8 hours of relevant training	2 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
9	ATTORNEY III	ATY3-10-2021	21	63997	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
10	SENIOR TAX SPECIALIST	SRTXS-7-1998	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Fiscal Incentives Branch
11	SENIOR TAX SPECIALIST	SRTXS-2-1998	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Special Research and Technical Services Branch

12	FINANCIAL ANALYST III	FINA3-3-2021	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
13	FINANCIAL ANALYST III	FINA3-7-2021	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division
14	FINANCIAL ANALYST III	FINA3-6-2021	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
15	FINANCIAL ANALYST III	FINA3-12-2021	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
16	FINANCIAL ANALYST II	FINA2-4-2022	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Incentives Division
17	FINANCIAL ANALYST II	FINA2-6-2021	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Service Industries Division
18	FINANCIAL ANALYST II	FINA2-7-2021	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division

19	FINANCIAL ANALYST II	FINA2-8-2021	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
20	FINANCIAL ANALYST II	FINA2-10-2021	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division
21	COMPUTER MAINTENANCE TECHNOLOGIST II	CTMT2-1-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
22	BOARD SECRETARY I	BS-1-1-2021	14	33843	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Division
23	ACCOUNTANT I	A1-1-1998	12	29165	Bachelor's Degree in Commerce/Business Administration major in Accounting	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	Finance Division
24	ADMINISTRATIVE ASSISTANT III	ADAS3-2-2022	9	21211	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service Suprofessional / First Level Eligibility Relevant MC 11 s. 1996	Core, Organizational and Technical Skills	Office of the Executive Director
25	ADMINISTRATIVE ASSISTANT II	ADAS 2-7-2004	8	19744	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	CS Sub-Professional (1st level eligibility); Relevant MC11, s.1996 Eligibility	Not Applicable	Human Resource Management and Development Division

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 July 1, 2023.

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Pablo Ocampo St., Manila

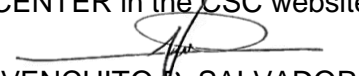
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To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: May 11, 2023

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	INFORMATION TECHNOLOGY OFFICER III	ITO3-6-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Management Information System Division
2	SUPERVISING TAX SPECIALIST	SVTXS-6-1998	22	71511	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Local Taxation Branch
3	FINANCIAL ANALYST IV	FINA4-10-2021	22	71511	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division
4	ATTORNEY III	ATY3-7-2022	21	63997	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division

5	INFORMATION TECHNOLOGY OFFICER I	ITO1-4-2021	19	51357	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Management Information System Division
6	FINANCIAL ANALYST III	FINA3-11-2021	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
7	BOARD SECRETARY II	BS2-2-2021	17	43030	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
8	INFORMATION SYSTEMS ANALYST II	INFOSA2-16-2022	16	39672	Bachelor's Degree relevant to the job	4 hours of relevant training	1 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
9	LEGAL ASSISTANT II	LEA2-9-2021	12	29165	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Legal Management Division
10	LEGAL ASSISTANT II	LEA2-9-2022	12	29165	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Legal Management Division
11	LIBRARIAN I	LIB1-1-1998	11	27000	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	General Services Division

12	LIBRARIAN I	LIB1-2-1998	11	27000	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	General Services Division
13	ADMINISTRATIVE OFFICER II	ADOF2-10-2011	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Finance Division
14	ADMINISTRATIVE ASSISTANT II	ADAS2-6-2004	8	19744	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	CS Sub-Professional (1st level eligibility); Relevant MC11, s.1996 Eligibility	Not Applicable	Finance Division

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 May 21, 2023.

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VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

hr@ntrc.gov.ph

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NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:

VENCHITO P. SALVADOR
HRMO
Date: April 20, 2023

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	FINANCIAL ANALYST V	FINA5-8-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
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3	FINANCIAL ANALYST V	FINA5-10-2021	24	90078	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division
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6	FINANCIAL ANALYST III	FINA3-3-2021	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
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9	INFORMATION OFFICER III	INFO3-14-2021	18	46725	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division
10	SENIOR TAX SPECIALIST	SRTXS-9-1998	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Direct Taxes Branch
11	ACCOUNTANT II	A2-11-2022	16	39672	Bachelor's Degree in Commerce/Business Administration major in Accounting	4 hours of relevant training	1 year of relevant experience	RA 1080	Core, Organizational and Technical Skills	Finance Division

12	TAX SPECIALIST II	TXS2-5-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
13	TAX SPECIALIST II	TXS2-6-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
14	TAX SPECIALIST II	TXS2-7-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
15	TAX SPECIALIST II	TXS2-12-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
16	TAX SPECIALIST II	TXS2-13-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
17	TAX SPECIALIST II	TXS2-16-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
18	ECONOMIST II	ECO2-2-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff

19	ECONOMIST II	ECO2-3-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
20	STATISTICIAN II	STAT2-1-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff
21	STATISTICIAN II	STAT2-2-1998	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff
22	FINANCIAL ANALYST II	FINA2-4-2022	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Incentives Division
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24	FINANCIAL ANALYST II	FINA2-7-2021	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
25	FINANCIAL ANALYST II	FINA2-8-2021	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division

26	FINANCIAL ANALYST II	FINA2-10-2021	15	36619	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division
27	TAX SPECIALIST I	TXS1-2-1998	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
28	TAX SPECIALIST I	TXS1-4-1998	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
29	TAX SPECIALIST I	TXS1-6-1998	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
30	TAX SPECIALIST I	TXS1-7-1998	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
31	TAX SPECIALIST I	TXS1-1-1999	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
32	TAX SPECIALIST I	TXS1-12-2002	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch

33	TAX SPECIALIST I	TXS1-13-2002	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
34	TAX SPECIALIST I	TXS1-14-2002	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
35	TAX SPECIALIST I	TXS1-16-2002	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
36	ECONOMIST I	ECO1-1-1998	11	27000	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
37	ADMINISTRATIVE OFFICER I	ADOF1-6-2011	10	23176	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division

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 April 30, 2023.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila


hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: January 16, 2023

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	ADMINISTRATIVE OFFICER V	ADOF5-14-2022	18	46725	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Human Resource Management and Development Division
2	INFORMATION OFFICER II	INFO2-13-2021	15	36619	Bachelor's Degree	4 hours of relevant training	1 year relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Research and Communication Division
3	BOARD SECRETARY I	BS1-1-2021	14	33843	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
4	ADMINISTRATIVE AIDE VI (CHAUFFEUR II)	ADA6-11-2004	6	17553	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC No. 10, s. 2013-CAT IV)	Not Applicable	General Services Division

5	ADMINISTRATIVE AIDE III (PAPER CUTTING MACHINE OPERATOR I)	ADA3-2-2011	3	14678	Must be able to read and write/Elementary School Graduate	None Required	None Required	None Required (MC No. 10, s. 2013-CAT III)	Not Applicable	General Services Division
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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 January 26, 2023.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador

Condominium, Gen. Luna St. cor A. Soriano

Ave., Intramuros Manila

hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:

VENCHITO P. SALVADOR
HRMO
Date: December 21, 2022

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	STATISTICIAN V	STAT5-1-1998	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Statistics Staff
2	CHIEF ADMINISTRATIVE OFFICER	CADOF-8-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Finance Division
3	CHIEF ADMINISTRATIVE OFFICER	CADOF-13-2011	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	General Services Division
4	SENIOR TAX SPECIALIST	SRTXS-2-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Special Research and Technical Services Branch

5	SENIOR TAX SPECIALIST	SRTXS-7-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Fiscal Incentives Branch
6	TAX SPECIALIST II	TXS2-13-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
7	TAX SPECIALIST II	TXS2-7-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
8	TAX SPECIALIST II	TXS2-6-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
9	TAX SPECIALIST II	TXS2-12-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
10	ECONOMIST II	ECO2-3-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
11	ECONOMIST II	ECO2-2-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff

12	STATISTICIAN II	STAT2-2-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff
13	ADMINISTRATIVE OFFICER IV	ADOF4-5-2004	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
14	ADMINISTRATIVE OFFICER IV	ADOF4-6-2004	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division
15	ADMINISTRATIVE OFFICER IV	ADOF4-8-2004	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division
16	ADMINISTRATIVE OFFICER IV (BUDGET OFFICER II)	ADOF4-12-2022	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Finance Division
17	ACCOUNTANT I	A1-1-1998	12	27608	Bachelor's Degree in Commerce/Business Administration major in Accounting	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	Finance Division
18	TAX SPECIALIST I	TXS1-13-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch

19	TAX SPECIALIST I	TXS1-14-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
20	TAX SPECIALIST I	TXS1-7-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
21	TAX SPECIALIST I	TXS1-12-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
22	TAX SPECIALIST I	TXS1-16-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
23	LIBRARIAN I	LIB1-1-1998	11	25439	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	General Services Division
24	LIBRARIAN I	LIB1-2-1998	11	25439	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	General Services Division
25	ADMINISTRATIVE OFFICER II	ADOF2-8-2011	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Human Resource Management and Development Division

26	ADMINISTRATIVE OFFICER II	ADOF2-11-2011	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Human Resource Management and Development Division
27	ADMINISTRATIVE ASSISTANT III	ADAS3-2-2022	9	20402	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service Suprofessional / First Level Eligibility Relevant MC 11 s. 1996	Core, Organizational and Technical Skills	Office of the Executive Director
28	ADMINISTRATIVE ASSISTANT II (HUMAN RESOURCE MANAGEMENT ASSISTANT)	ADAS2-7-2004	8	18998	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service Suprofessional / First Level Eligibility Relevant MC 11 s. 1996	Not Applicable	Human Resource Management and Development Division
29	ADMINISTRATIVE ASSISTANT II	ADAS2-5-2011	8	18998	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	CS Sub-Professional (1st level eligibility); Relevant MC11, s.1996 Eligibility	Not Applicable	Finance Division
30	ADMINISTRATIVE AIDE VI (MECHANIC II less than 250 volts)	ADA6-9-2004	6	16877	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Mechanic (Automotive Servicing) (MC No. 10, 2. 2013-Cat.II)	Not Applicable	General Services Division
31	ADMINISTRATIVE AIDE VI (UTILITY FOREMAN)	ADA6-6-2004	6	16877	Elementary School Graduate	None required	None required	None required (MC No. 10, s. 2013-Cat. III)	Not Applicable	Special Research and Technical Services Branch
32	ADMINISTRATIVE AIDE VI (UTILITY FOREMAN)	ADA6-8-2004	6	16877	Elementary School Graduate	None required	None required	None required (MC No. 10, s. 2013-Cat. III)	Not Applicable	Tax Statistics Staff

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 December 31, 2022.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

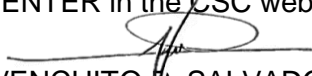
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Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: November 7, 2022

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	TAX SPECIALIST I	TXS1-13-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
2	TAX SPECIALIST I	TXS1-14-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
3	TAX SPECIALIST I	TXS1-7-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
4	TAX SPECIALIST I	TXS1-12-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch

5	TAX SPECIALIST I	TXS1-16-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
6	TAX SPECIALIST I	TXS1-5-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
7	TAX SPECIALIST I	TXS1-15-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
8	TAX SPECIALIST I	TXS1-1-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
9	TAX SPECIALIST I	TXS1-1-1999	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
10	TAX SPECIALIST I	TXS1-4-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
11	TAX SPECIALIST I	TXS1-2-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch

12	TAX SPECIALIST I	TXS1-6-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
13	ECONOMIST I	ECO1-1-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff

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 November 17, 2022.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

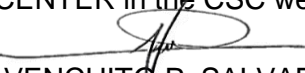
hr@ntrc.gov.ph

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Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: October 26, 2022

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	ATTORNEY III	ATY3-10-2021	21	62449	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
2	COMPUTER MAINTENANCE TECHNOLOGIST II	CTMT2-1-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
3	FINANCIAL ANALYST III	FINA3-7-2021	18	45203	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division
4	TAX SPECIALIST II	TXS2-5-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch

5	INFORMATION OFFICER II	INFO2-13-2021	15	33575	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Research and Communication Division
6	TAX SPECIALIST I	TXS1-3-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch

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 November 5, 2022.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

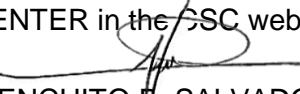
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Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: October 7, 2022

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	DIRECTOR III	DIR3-1-1998	27	128696	Master's Degree or Certificate in Leadership and Management from CSC	120 hours of supervisory/manag ement training/learning and development intervention	5 years of supervisory/manag ement experience	Career Executive Service Eligibility	Leadership, integrity and management competencies, excellent in communications skill borth oral and written	Office of the Executive Director

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 October 17, 2022.

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:

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Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:

VENCHITO P. SALVADOR
HRMO
Date: September 13, 2022

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	INFORMATION TECHNOLOGY OFFICER III	ITO3-6-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Management Information System Division
2	FINANCIAL ANALYST V	FINA5-12-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
3	FINANCIAL ANALYST V	FINA5-11-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division
4	FINANCIAL ANALYST V	FINA5-10-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division

5	FINANCIAL ANALYST V	FINA5-9-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
6	FINANCIAL ANALYST V	FINA5-8-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
7	ATTORNEY III	ATY3-7-2022	21	62449	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division
8	ATTORNEY III	ATY3-8-2022	21	62449	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
9	INFORMATION TECHNOLOGY OFFICER I	ITO1-4-2021	19	49835	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Management Information System Division
10	FINANCIAL ANALYST III	FINA3-12-2021	18	45203	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
11	FINANCIAL ANALYST III	FINA3-8-2021	18	45203	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division

12	BOARD SECRETARY II	BS2-2-2021	17	41508	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
13	INFORMATION SYSTEMS ANALYST II	INFOSA2-16-2022	16	38150	Bachelor's Degree relevant to the job	4 hours of relevant training	1 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
14	FINANCIAL ANALYST II	FINA2-4-2022	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Tax Incentives Division
15	FINANCIAL ANALYST II	FINA2-5-2022	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division
16	FINANCIAL ANALYST II	FINA2-6-2022	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division
17	FINANCIAL ANALYST II	FINA2-6-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Service Industries Division
18	FINANCIAL ANALYST II	FINA2-7-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division

19	FINANCIAL ANALYST II	FINA2-9-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division
20	FINANCIAL ANALYST II	FINA2-10-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division
21	COMPUTER MAINTENANCE TECHNOLOGIST II	CTMT2-15-2022	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
22	BOARD SECRETARY I	BS1-1-2022	14	32321	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
23	LEGAL ASSISTANT II	LEA2-8-2022	12	27608	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Research and Communication Division
24	LEGAL ASSISTANT II	LEA2-9-2022	12	27608	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Management Division
25	LEGAL ASSISTANT II	LEA2-9-2021	12	27608	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Management Division

26	COMPUTER MAINTENANCE TECHNOLOGIST I	CTMT1-3-2004	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
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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 September 23, 2022.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

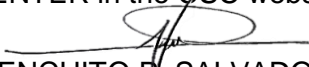
hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: September 6, 2022

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	ATTORNEY V	ATY5-12-2021	25	100788	Bachelor of Laws	40 hours of supervisory/manag ement training/learning and development intervention	4 years of supervisory/manag ement experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
2	COMPUTER MAINTENANCE TECHNOLOGIST III	CTMT3-2-2004	17	41508	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
3	FINANCIAL ANALYST II	FINA2-5-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Service Industries Division
4	FINANCIAL ANALYST II	FINA2-8-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division

5	ADMINISTRATIVE OFFICER II	ADOF2-10-2011	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Finance Division
6	TAX SPECIALIST I	TXS1-6-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
7	TAX SPECIALIST I	TXS1-2-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch

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 September 16, 2022.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

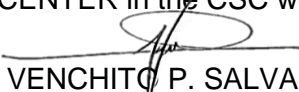
hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: August 19, 2022

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	BOARD SECRETARY II	BS2-2-2021	17	39986	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
2	TAX SPECIALIST II	TXS2-10-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
3	STATISTICIAN II	STAT2-1-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff

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 August 29, 2022.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: August 3, 2022

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	SENIOR TAX SPECIALIST	SRTXS-9-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Direct Taxes Branch
2	SENIOR TAX SPECIALIST	SRTXS-10-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Indirect Taxes Branch
3	FINANCIAL ANALYST II	FINA2-9-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Incentives Division
4	TAX SPECIALIST I	TXS1-4-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch

5	TAX SPECIALIST I	TXS1-1-1999	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
6	TAX SPECIALIST I	TXS1-1-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
7	ECONOMIST I	ECO1-1-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
8	ADMINISTRATIVE OFFICER I	ADO1-6-2011	10	22190	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division

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 August 13, 2022.

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:

VENCHITO P. SALVADOR

Chief, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador
Condominium, Gen. Luna St. cor A. Soriano
Ave., Intramuros Manila

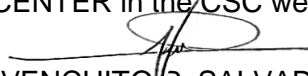
hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: July 27, 2022

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	SUPERVISING TAX SPECIALIST	SVTXS-4-1998	22	69963	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Indirect Taxes Branch
2	SENIOR TAX SPECIALIST	SRTXS-2-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Special Research and Technical Services Branch
3	ADMINISTRATIVE OFFICER V	ADOF5-8-2004	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	General Services Division
4	ADMINISTRATIVE OFFICER V	ADOF5-9-2004	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	General Services Division

5	STATISTICIAN II	STAT2-1-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff
6	ADMINISTRATIVE OFFICER III	ADOF3-12-2011	14	32321	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division
7	TAX SPECIALIST I	TXS1-5-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
8	TAX SPECIALIST I	TXS1-15-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
9	STATISTICIAN I	STAT1-1-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff

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 August 6, 2022.

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;
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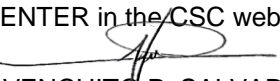
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Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: June 6, 2022

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	SUPERVISING ADMINISTRATIVE OFFICER	SADOF-5-2004	22	69963	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	General Services Division
2	FINANCIAL ANALYST III	FINA3-4-2021	18	45203	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
3	FINANCIAL ANALYST III	FINA3-6-2021	18	45203	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
4	FINANCIAL ANALYST II	FINA2-6-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Service Industries Division

5	FINANCIAL ANALYST II	FINA2-7-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
6	FINANCIAL ANALYST II	FINA2-9-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division
7	FINANCIAL ANALYST II	FINA2-10-2021	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division
8	ADMINISTRATIVE ASSISTANT V	ADAS5-7-2011	11	25439	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Relevant MC 11 s. 1996 Career Service Sub-Professional/First Level Eligibility	Core, Organizational and Technical Skills	General Services Division

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 June 16, 2022.

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4. Photocopy of Transcript of Records.

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OIC, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador

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Ave., Intramuros Manila

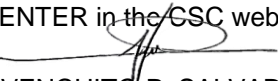
hr@ntrc.gov.ph

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Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: May 23, 2022

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	LEGAL ASSISTANT II	LEA2-8-2022	12	27608	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Research and Communication Division
2	LEGAL ASSISTANT II	LEA2-9-2022	12	27608	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Management Division
3	LEGAL ASSISTANT II	LEA2-9-2021	12	27608	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Management Division

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 June 2, 2022.

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:

VENCHITO P. SALVADOR

OIC, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador

Condominium, Gen. Luna St. cor A. Soriano

Ave., Intramuros Manila

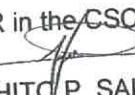
hr@ntrc.gov.ph

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Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:


VENCHITO P. SALVADOR
HRMO

Date: April 29, 2022

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	ATTORNEY V	ATY5-3-2010	25	100788	Bachelor of Laws	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division
2	STATISTICIAN V	STAT5-1-1998	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Statistics Section
3	FINANCIAL ANALYST V	FINA5-12-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
4	FINANCIAL ANALYST V	FINA5-11-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Subsidies and Large Investment Division

5	FINANCIAL ANALYST V	FINA5-10-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division
6	FINANCIAL ANALYST V	FINA5-9-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
7	FINANCIAL ANALYST V	FINA5-8-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
8	CHIEF ADMINISTRATIVE OFFICER	CADOF-8-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Finance Division
9	CHIEF ADMINISTRATIVE OFFICER	CADOF-7-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Human Resource Management and Development Division
10	CHIEF ADMINISTRATIVE OFFICER	CADOF-13-2011	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	General Services Division
11	INFORMATION TECHNOLOGY OFFICER III	ITO3-6-2021	24	88410	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Management Information System Division
12	ATTORNEY IV	ATY4-2-2010	23	78455	Bachelor of Laws	8 hours of relevant training	2 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division

13	SUPERVISING TAX SPECIALIST	SVTXS-2-1998	22	69963	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Fiscal Incentives Branch
14	SUPERVISING TAX SPECIALIST	SVTXS-3-1998	22	69963	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Direct Taxes Branch
15	FINANCIAL ANALYST IV	FINA4-8-2021	22	69963	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
16	SUPERVISING ADMINISTRATIVE OFFICER	SADOF-13-2022	22	69963	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Human Resource Management and Development Division
17	ACCOUNTANT IV	A4-10-2022	22	69963	Bachelor's Degree in Commerce/Business Administration major in Accounting	16 hours of relevant training	3 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Finance Division
18	ATTORNEY III	ATY3-7-2022	21	62449	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division
19	ATTORNEY III	ATY3-8-2022	21	62449	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
20	INFORMATION TECHNOLOGY OFFICER I	ITO1-4-2021	19	49835	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Management Information System Division

21	ATTORNEY II	ATY2-1-2010	18	45203	Bachelor of Laws	None required	None required	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division
22	SENIOR TAX SPECIALIST	SRTXS-6-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Fiscal Incentives Branch
23	SENIOR TAX SPECIALIST	SRTXS-12-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Special Research and Technical Services Branch
24	SENIOR TAX SPECIALIST	SRTXS-7-1998	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Fiscal Incentives Branch
25	FINANCIAL ANALYST III	FINA3-12-2021	18	45203	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
26	FINANCIAL ANALYST III	FINA3-8-2021	18	45203	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division
27	ADMINISTRATIVE OFFICER V	ADOF5-10-2004	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	General Services Division
28	ADMINISTRATIVE OFFICER V	ADOF5-14-2022	18	45203	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Human Resource Management and Development Division

29	EXECUTIVE ASSISTANT II	EXA2-1-1998	17	41508	Bachelor's Degree	4 hours of training	1 year of experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
30	ACCOUNTANT II	A2-11-2022	16	38150	Bachelor's Degree in Commerce/Business Administration major in Accounting	4 hours of relevant training	1 years of relevant experience	RA 1080	Core, Organizational and Technical Skills	Finance Division
31	INFORMATION SYSTEMS ANALYST II	INFOSA2-16-2022	16	38150	Bachelor's Degree relevant to the job	4 hours of relevant training	1 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
32	TAX SPECIALIST II	TXS2-2-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
33	TAX SPECIALIST II	TXS2-4-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
34	TAX SPECIALIST II	TXS2-5-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
35	TAX SPECIALIST II	TXS2-6-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
36	TAX SPECIALIST II	TXS2-7-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch

37	TAX SPECIALIST II	TXS2-8-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
38	TAX SPECIALIST II	TXS2-11-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
39	TAX SPECIALIST II	TXS2-12-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
40	TAX SPECIALIST II	TXS2-13-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
41	TAX SPECIALIST II	TXS2-14-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
42	TAX SPECIALIST II	TXS2-15-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
43	TAX SPECIALIST II	TXS2-16-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
44	ECONOMIST II	ECO2-1-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff

45	ECONOMIST II	ECO2-2-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
46	ECONOMIST II	ECO2-3-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
47	STATISTICIAN II	STAT2-2-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff
48	FINANCIAL ANALYST II	FINA2-3-2022	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Tax Incentives Division
49	FINANCIAL ANALYST II	FINA2-4-2022	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Tax Incentives Division
50	FINANCIAL ANALYST II	FINA2-5-2022	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division
51	FINANCIAL ANALYST II	FINA2-6-2022	15	35097	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division
52	ADMINISTRATIVE OFFICER IV	ADOF4-5-2004	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director

53	ADMINISTRATIVE OFFICER IV	ADOF4-6-2004	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division
54	ADMINISTRATIVE OFFICER IV	ADOF4-8-2004	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	General Services Division
55	ADMINISTRATIVE OFFICER IV (BUDGET OFFICER II)	ADOF4-12-2022	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Finance Division
56	ADMINISTRATIVE OFFICER IV	ADOF4-13-2022	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Human Resource Management and Development Division
57	PLANNING OFFICER II	PLO2-1-1998	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
58	COMPUTER MAINTENANCE TECHNOLOGIST II	CTMT2-15-2022	15	35097	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division
59	BOARD SECRETARY I	BS1-1-2022	14	32321	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
60	ACCOUNTANT I	A1-1-1998	12	27608	Bachelor's Degree in Commerce/Business Administration major in Accounting	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	Finance Division

61	LEGAL ASSISTANT II	LEA2-8-2022	12	27608	Bachelor's Degree	None required	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Research and Communication Division
62	LEGAL ASSISTANT II	LEA2-9-2022	12	27608	Bachelor's Degree	None required	None required	Career Service Professional / Second Level Eligibility	Core, Organizational and Technical Skills	Legal Management Division
63	TAX SPECIALIST I	TXS1-6-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
64	TAX SPECIALIST I	TXS1-7-1998	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
65	TAX SPECIALIST I	TXS1-12-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
66	TAX SPECIALIST I	TXS1-13-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
67	TAX SPECIALIST I	TXS1-14-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
68	TAX SPECIALIST I	TXS1-16-2002	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch

69	LIBRARIAN I	LIB1-1-1998	11	25439	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	General Services Division
70	LIBRARIAN I	LIB1-2-1998	11	25439	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA 1080	Core, Organizational and Technical Skills	General Services Division
71	ADMINISTRATIVE OFFICER II	ADOF2-8-2011	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Human Resource Management and Development Division
72	ADMINISTRATIVE OFFICER II	ADOF2-9-2011	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Finance Division
73	ADMINISTRATIVE OFFICER II	ADOF2-11-2011	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Human Resource Management and Development Division
74	COMPUTER MAINTENANCE TECHNOLOGIST I	CTMT1-3-2004	11	25439	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Management and Information System Division

75	ADMINISTRATIVE ASSISTANT III	ADAS3-2-2022	9	20402	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service Suprofessional / First Level Eligibility Relevant MC 11 s. 1996	Core, Organizational and Technical Skills	Office of the Executive Director
76	ADMINISTRATIVE ASSISTANT II (HUMAN RESOURCE MANAGEMENT ASSISTANT)	ADAS2-7-2004	8	18998	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service Suprofessional / First Level Eligibility Relevant MC 11 s. 1996	Not Applicable	Human Resource Management and Development Division
77	ADMINISTRATIVE ASSISTANT II (PUBLICATION CIRCULATION ASSISTANT)	ADAS2-5-2011	8	18998	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	CS Sub-Professional (1st level eligibility); Relevant MC11, s.1996 Eligibility	Not Applicable	Finance Division
78	ADMINISTRATIVE AIDE VI (MECHANIC II less than 250 volts)	ADA6-9-2004	6	16877	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Mechanic (Automotive Servicing) (MC No. 10, 2. 2013-Cat.II)	Not Applicable	General Services Division
79	ADMINISTRATIVE AIDE VI (UTILITY FOREMAN)	ADA6-8-2004	6	16877	Elementary School Graduate	None required	None required	None required (MC No. 10, s. 2013-Cat. III)	Not Applicable	General Services Division

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 May 9, 2022

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:

VENCHITO P. SALVADOR

OIC, Human Resource Management and Development Division

3rd Floor Palacio Del Gobernador

Condominium, Gen. Luna St. cor A. Soriano

Ave., Intramuros Manila

hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.