

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:

LORELLI D. VILLAFLORES

HRMO

Date: 8-May-25

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	136893	Master's Degree or Certificate in Leadership and Management from the CSC	120 hours of managerial training	5 years of supervisory experience	CSEE/CSE	Leadership, Core, Organizational and Technical Skills	Office of the Executive Director
2	DIRECTOR III	DIR 3-13- 2021	27	136893	Master's Degree or Certificate in Leadership and Management from the CSC	120 hours of managerial training	5 years of supervisory experience	CSEE/CSE	Leadership, Core, Organizational and Technical Skills	Office of the Executive Director
3	DIRECTOR III	DIR 3-15- 2021	27	136893	Master's Degree or Certificate in Leadership and Management from the CSC	120 hours of managerial training	5 years of supervisory experience	CSEE/CSE	Leadership, Core, Organizational and Technical Skills	Office of the Executive Director

4	ATTORNEY V	ATY-5-3-2010	25	107208	Bachelor of Laws	16 hours of relevant training	3 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division
5	ATTORNEY V	ATY5-12-2021	25	107208	Bachelor of Laws	16 hours of relevant training	3 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
6	FINANCIAL ANALYST V	FINA5-8-2021	24	94132	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	FINANCIAL ANALYST V	FINA5-9-2021	24	94132	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
8	FINANCIAL ANALYST V	FINA5-10-2021	24	94132	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
9	ATTORNEY IV	ATY4-11-2021	23	83659	Bachelor of Laws	8 hours of relevant training	2 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division

10	SUPERVISING TAX SPECIALIST	SVTXS-2- 1998	22	74836	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
11	FINANCIAL ANALYST IV	FINA4-7-2021	22	74836	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	Service Industries Division
12	ATTORNEY III	ATY3-7-2022	21	67005	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
13	SENIOR TAX SPECIALIST	SRTXS-4- 1998	18	49015	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
14	SENIOR TAX SPECIALIST	SRTXS-6- 1998	18	49015	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
15	SENIOR TAX SPECIALIST	SRTXS-9- 1998	18	49015	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

16	STATISTICIAN III	STAT3-1-1998	18	49015	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 Statistics Staff
17	FINANCIAL ANALYST III	FINA3-3-2021	18	49015	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
18	FINANCIAL ANALYST III	FINA3-4-2021	18	49015	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
19	FINANCIAL ANALYST III	FINA3-6-2021	18	49015	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
20	FINANCIAL ANALYST III	FINA3-8-2021	18	49015	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
21	FINANCIAL ANALYST III	FINA3-11-2021	18	49015	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

22	TAX SPECIALIST II	TXS2-13-1998	15	38413	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
23	TAX SPECIALIST II	TXS2-7-1998	15	38413	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
24	TAX SPECIALIST II	TXS2-6-1998	15	38413	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
25	TAX SPECIALIST II	TXS2-12-1998	15	38413	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
26	TAX SPECIALIST II	TXS2-16-1998;	15	38413	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
27	TAX SPECIALIST II	TXS2-10-1998	15	38413	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

28	TAX SPECIALIST II	TXS2-1-1998	15	38413	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
29	TAX SPECIALIST II	TXS2-2-1998	15	38413	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
30	TAX SPECIALIST II	TXS2-15-1998	15	38413	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
31	ECONOMIST II	ECO2-2-1998	15	38413	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
32	ECONOMIST II	ECO2-3-1998	15	38413	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
33	STATISTICIAN II	STAT2-2-1998	15	38413	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
34	FINANCIAL ANALYST II	FINA2-7-2021	15	38413	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

35	FINANCIAL ANALYST II	FINA2-10-2021	15	38413	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
36	FINANCIAL ANALYST II	FINA2-6-2021	15	38413	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
37	FINANCIAL ANALYST II	FINA2-8-2021	15	38413	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
38	FINANCIAL ANALYST II	FINA2-3-2022	15	38413	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
39	FINANCIAL ANALYST II	FINA2-9-2021	15	38413	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
40	FINANCIAL ANALYST II	FINA2-6-2022	15	38413	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
41	TAX SPECIALIST I	TXS1-14-2002	11	28512	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

42	TAX SPECIALIST I	TXS1-16- 2002	11	28512	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
43	TAX SPECIALIST I	TXS1-1-1998	11	28512	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

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 18, 2025.

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:

LORELLI D. VILLAFLORES
 n Resource Management and Developm
 BSP Complex, Roxas Blvd. cor P. Ocam
hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.