

Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
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 DEPARTMENT OF BUDGET AND MANAGEMENT in the CSC website:

REZ C. RUZGAL
HRMO

Date: 10/07/2021

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	Chief Administrative Officer	CADOF-29- 2004	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Administrative Service- Cash Division
2	Supervising Administrative Officer	SADOF-31- 2004	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Administrative Service- General Services Division
3	Chief Administrative Officer	CADOF-5- 2015	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Administrative Service- Procurement Management Division
4	Chief Administrative Officer	CADOF-35- 2004	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Finance Service- Budget Division

5	Information Officer IV	INFO4-22-2000	22	68415	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Budget Information and Training Service-Information Management Division
6	Creative Arts Specialist IV	CASL4-19-2016	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Budget Information and Training Service-Publications Division
7	Training Specialist IV	TRNSP4-45-2016	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Budget Information and Training Service-Capacity Development Division
8	Information Officer V	INFO5-11-2021	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Budget Information and Training Service-Strategic Communications and Media Relations Division
9	Information Officer IV	INFO4-11-2021	22	68415	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Budget Information and Training Service-Strategic Communications and Media Relations Division
10	Planning Officer V	PLO5-6-2009	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Corporate Planning and Management Service-Planning Division
11	Planning Officer V	PLO5-8-2009	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Corporate Planning and Management Service-Monitoring Division

12	Planning Officer V	PLO5-1-2017	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Corporate Planning and Management Service-Management Division
13	Chief Budget and Management Specialist	CBMS-1-2016	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Fiscal Planning and Reforms Bureau
14	Chief Budget and Management Specialist	CBMS-13-2015	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Fiscal Planning and Reforms Bureau
15	Chief Budget and Management Specialist	CBMS-51-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Fiscal Planning and Reforms Bureau
16	Chief Budget and Management Specialist	CBMS-52-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Fiscal Planning and Reforms Bureau
17	Chief Budget and Management Specialist	CBMS-88-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Fiscal Planning and Reforms Bureau
18	Supervising Budget and Management Specialist	SVBMS-8-2010	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		Fiscal Planning and Reforms Bureau

19	Supervising Budget and Management Specialist	SVBMS-52-2000	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Fiscal Planning and Reforms Bureau
20	Chief Budget and Management Specialist	CBMS-6-2015	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Systems and Productivity Improvement Bureau
21	Chief Budget and Management Specialist	CBMS-7-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Systems and Productivity Improvement Bureau
22	Chief Budget and Management Specialist	CBMS-97-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Systems and Productivity Improvement Bureau
23	Supervising Budget and Management Specialist	SVBMS-2-2014	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Systems and Productivity Improvement Bureau
24	Supervising Budget and Management Specialist	SVBMS-100-2000	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Systems and Productivity Improvement Bureau
25	Chief Budget and Management Specialist	CBMS-2-2016	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Organization, Position Classification and Compensation Bureau

26	Chief Budget and Management Specialist	CBMS-101-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Organization, Position Classification and Compensation Bureau
27	Supervising Budget and Management Specialist	SVBMS-82-2000	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-B
28	Supervising Budget and Management Specialist	SVBMS-111-2000	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-B
29	Chief Budget and Management Specialist	CBMS-16-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-C
30	Chief Budget and Management Specialist	CBMS-77-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-C
31	Chief Budget and Management Specialist	CBMS-82-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-C
32	Chief Budget and Management Specialist	CBMS-64-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-D

33	Chief Budget and Management Specialist	CBMS-66-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-D
34	Chief Budget and Management Specialist	CBMS-69-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-D
35	Chief Budget and Management Specialist	CBMS-16-2009	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-E
36	Chief Budget and Management Specialist	CBMS-62-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-E
37	Chief Budget and Management Specialist	CBMS-17-2009	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-F
38	Chief Budget and Management Specialist	CBMS-63-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		Budget and Management Bureau-F

39	Chief Budget and Management Specialist	CBMS-7-2015	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Local Government and Regional Coordination Bureau
40	Supervising Budget and Management Specialist	SVBMS-84-2000	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Local Government and Regional Coordination Bureau
41	Chief Administrative Officer	CADOF-7-2005	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM National Capital Region
42	Chief Budget and Management Specialist	CBMS-4-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM National Capital Region
43	Chief Budget and Management Specialist	CBMS-6-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM National Capital Region
44	Supervising Administrative Officer	SADOF-1-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		DBM National Capital Region
45	Supervising Administrative Officer	SADOF-8-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		DBM Cordillera Administrative Region
46	Supervising Budget and Management Specialist	SVBMS-5-2000	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		DBM Cordillera Administrative Region

47	Chief Administrative Officer	CADOF-1-2005	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office I
48	Chief Budget and Management Specialist	CBMS-4-2010	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office I
49	Chief Budget and Management Specialist	CBMS-9-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office I
50	Supervising Administrative Officer	SADOF-2-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office I
51	Chief Budget and Management Specialist	CBMS-4-2003	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office IV-A
52	Chief Budget and Management Specialist	CBMS-17-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office IV-A
53	Chief Budget and Management Specialist	CBMS-18-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office IV-A

54	Supervising Administrative Officer	SADOF-4-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		DBM Regional Office IV-A
55	Chief Budget and Management Specialist	CBMS-16-2010	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM Regional Office IV-B
56	Chief Budget and Management Specialist	CBMS-25-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM Regional Office V
57	Chief Budget and Management Specialist	CBMS-26-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM Regional Office V
58	Chief Budget and Management Specialist	CBMS-27-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM Regional Office V
59	Supervising Budget and Management Specialist	SVBMS-27-2000	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		DBM Regional Office V
60	Chief Administrative Officer	CADOF-4-2015	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		DBM Regional Office VI

61	Chief Budget and Management Specialist	CBMS-21-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office VI
62	Chief Budget and Management Specialist	CBMS-28-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office VII
63	Chief Budget and Management Specialist	CBMS-29-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office VII
64	Chief Budget and Management Specialist	CBMS-30-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office VII
65	Supervising Administrative Officer	SADOF-12-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office VII
66	Chief Budget and Management Specialist	CBMS-31-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office IX
67	Chief Budget and Management Specialist	CBMS-32-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office IX

68	Chief Budget and Management Specialist	CBMS-33-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office IX
69	Supervising Administrative Officer	SADOF-11-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office IX
70	Chief Budget and Management Specialist	CBMS-14-2009	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office X
71	Supervising Administrative Officer	SADOF-15-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office X
72	Supervising Budget and Management Specialist	SVBMS-3-2015	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office X
73	Supervising Administrative Officer	SADOF-10-2021	22	68415	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office XI
74	Chief Administrative Officer	CADOF-5-2005	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office XII
75	Chief Budget and Management Specialist	CBMS-17-2010	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office XII

76	Chief Budget and Management Specialist	CBMS-44-2000	24	86742	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility		DBM Regional Office XIII
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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 October 22, 2021.

1. Application letter (indicating the position applied for, item number, and name of the bureau/service/office where the vacancy is);
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and attached Work Experience Sheet which can be downloaded at www.csc.gov.ph (For applicants external to DBM, PDS should be subscribed and sworn to before a Notary Public);
3. Curriculum vitae;
4. Photocopy of transcript of records;
5. Photocopy of diploma and/or certificate of graduation;
6. Photocopy of authenticated copy of certificate of eligibility/bar or board rating/license;
7. Photocopy of certificate of employment with actual duties and responsibilities;
8. Photocopy of certificate of trainings/seminars attended; and
9. Photocopy of performance rating in the last rating period (if applicable)

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

REZ C. RUZGAL

Chief Administrative Officer, Human
Resource Management Division,
Administrative Service

G/F DBM Building III, General Solano St.,
San Miguel, Manila

careers@dbm.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.