

Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
Request for Publication of Vacant Positions

~~20 AUG 2024~~

To: CIVIL SERVICE COMMISSION (CSC)

CSC – FO Office of the President

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:

REZC. RUZCAL
HRMO

Date: 08/29/2024

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 Assistant III	OSEC-DBMB-ADAS3-38-2016	9	22219	Completion of 2 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 (Subprofessional) First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Interpersonal Skills, Office Administration, Generating Reports, Correspondence, and Documentation)	Administrative Service-Office of the Director
2	Administrative Officer IV	OSEC-DBMB-ADOF4-13-2004	15	38413	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Interpersonal Skills, Records Management, Continuous Regulatory Compliance, Confidentiality, Compensation, Benefits, and Welfare Management, Risk Analysis, Mathematical Accuracy)	Administrative Service-Human Resource Management Division

3	Administrative Officer II	OSEC-DBMB-ADOF2-13-2022	11	28512	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Interpersonal Skills, Records Management, Continuous Regulatory Compliance, Confidentiality, Compensation, Benefits, and Welfare Management, Risk Analysis, Mathematical Accuracy)	Administrative Service-Human Resource Management Division
4	Administrative Aide IV (Reproduction Machine Operator II)	OSEC-DBMB-ADA4-21-2004	4	16209	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Confidentiality, Interpersonal Skills)	Administrative Service-Central Records Division
5	Administrative Assistant II (Cash Clerk III)	OSEC-DBMB-ADAS2-1-2022	8	20534	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/ First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Continuous Regulatory Compliance, Use of IT to Manage Public Finances)	Administrative Service-Cash Division
6	Administrative Officer V	OSEC-DBMB-ADOF5-34-2004	18	49015	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Risk Analysis, Supplier and Contract Management, Organizational and Procurement Planning)	Administrative Service-General Services Division

7	Administrative Officer V	OSEC-DBMB-ADOF5-36-2004	18	49015	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Leadership (Building collaborative, inclusive working relationships, Managing performance and coaching for results, Leading change, Thinking strategically and creatively, Creating and nurturing a high performing organization, Data Driven Decision Making, Mental Acuity, Responsibility and Accountability); Functional (Achievement Orientation, Records Management, Risk Analysis, Inventory Management and Stock Control)	Administrative Service-General Services Division
8	Administrative Assistant III	OSEC-DBMB-ADAS3-14-2004	9	22219	Completion of 2 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 (Subprofessional)/ First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Risk Analysis, Inventory Management and Stock Control)	Administrative Service-General Services Division
9	Administrative Assistant III (Motorpool Supervisor II)	OSEC-DBMB-ADAS3-34-2016	9	22219	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/ First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Risk Analysis, First Aid Skills, Motor Vehicle Troubleshooting and Maintenance, Defensive Driving)	Administrative Service-General Services Division

10	Household Attendant III	Contractual	8	20534	Elementary School Graduate	4 hours of relevant training	1 year of relevant experience	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Risk Analysis, Inventory Management and Stock Control)	Administrative Service-General Services Division
11	Administrative Officer V	OSEC-DBMB-ADOF5-25-2015	18	49015	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Organizational and Procurement Planning, Market Analysis and Category Management, Operating within Government Procurement System, Supplier and Contract Management, Records Management, Confidentiality Continuous Regulatory Compliance)	Administrative Service-Procurement Management Division
12	Administrative Officer IV	OSEC-DBMB-ADOF4-3-2015	15	38413	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Organizational and Procurement Planning, Market Analysis and Category Management, Operating within Government Procurement System, Supplier and Contract Management, Records Management, Confidentiality, Continuous Regulatory Compliance)	Administrative Service-Procurement Management Division

13	Accountant III	OSEC-DBMB- A3-1-2014	19	53873	Bachelor's degree in Commerce/ Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	R.A. 1080 (CPA)	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Preparation and Interpretation of Financial Statements and Reports, Risk Assessment and Management, Accounting for Appropriations, Allotment, Obligations, Revenues and Expenditures, Continuous Regulatory Compliance, Accounts Reconciliation, Accounting for Current Assets and Current Liabilities)	Finance Service-Accounting Division
14	Accountant II	OSEC-DBMB- A2-2-2015	16	41616	Bachelor's degree in Commerce/ Business Administration major in Accounting	4 hours of relevant training	1 year of relevant experience	R.A. 1080 (CPA)	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Preparation and Interpretation of Financial Statements and Reports, Risk Assessment and Management, Accounting for Appropriations, Allotment, Obligations, Revenues and Expenditures, Continuous Regulatory Compliance, Accounts Reconciliation, Accounting for Current Assets and Current Liabilities)	Finance Service-Accounting Division

15	Accountant I	OSEC-DBMB-A1-2-2020	12	30705	Bachelor's degree in Commerce/ Business Administration major in Accounting	None required	None required	R.A. 1080 (CPA)	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Preparation and Interpretation of Financial Statements and Reports, Risk Assessment and Management, Accounting for Appropriations, Allotment, Obligations, Revenues and Expenditures, Continuous Regulatory Compliance, Accounts Reconciliation, Accounting for Current Assets and Current Liabilities)	Finance Service-Accounting Division
16	Administrative Officer III	OSEC-DBMB-ADOF3-26-2004	14	35434	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI) Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Interpersonal Skills, Office Administration, Generating Reports, Correspondence, and Documentation)	Advocacy, Communications and Training Service-Office of the Director

17	Information Officer I	OSEC-DBMB-INFO1-17-2016	11	28512	Bachelor's degree	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Leadership (Building collaborative, inclusive working relationships, Managing performance and coaching for results, Leading change, Thinking strategically and creatively, Creating and nurturing a high performing organization, Data Driven Decision Making, Mental Acuity, Responsibility and Accountability); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Knowledge Management, Technical Writing)	Advocacy, Communications and Training Service- Information Management Division
18	Creative Arts Specialist III	OSEC-DBMB-CASL3-21-2016	18	49015	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Creativity, Corporate Communication, Investigation and Research Skills)	Advocacy, Communications and Training Service- Publications Division
19	Information Officer II	OSEC-DBMB-INFO2-4-2016	15	38413	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Creativity, Corporate Communication, Investigation and Research Skills)	Advocacy, Communications and Training Service- Publications Division

20	Creative Arts Specialist I	OSEC-DBMB-CASL1-5-2016	11	28512	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Creativity, Corporate Communication, Investigation and Research Skills)	Advocacy, Communications and Training Service-Publications Division
21	Training Specialist IV	OSEC-DBMB-TRNSP4-45-2016	22	74836	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Program/ Course Delivery and Administration, Learning Facilitation, Fostering Innovation, Monitoring and Evaluation, Digital Learning Facilitation)	Advocacy, Communications and Training Service-Capacity Development Division
22	Training Specialist I	OSEC-DBMB-TRNSP1-55-2016	11	28512	Bachelor's degree	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Program/ Course Delivery and Administration, Learning Facilitation, Fostering Innovation, Monitoring and Evaluation, Digital Learning Facilitation)	Advocacy, Communications and Training Service-Capacity Development Division

23	Administrative Assistant III	OSEC-DBMB-ADAS3-9-2004	9	22219	Completion of 2 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 (Subprofessional)/ First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Program/ Course Delivery and Administration, Learning Facilitation, Fostering Innovation, Monitoring and Evaluation, Digital Learning Facilitation)	Advocacy, Communications and Training Service-Capacity Development Division
24	Information Officer III	OSEC-DBMB-INFO3-12-2021	18	49015	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Information, Education and Communication (IEC) Materials Development, Digital Media and Visualization, Maintaining PFM Understanding, Corporate Communication, Public Relations, Political Savvy, Social Media Savvy)	Advocacy, Communications and Training Service-Strategic Communications Division
25	Information Technology Officer I	Contractual	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Application Development, Maintenance and Support Division-Digitization Project Coordination Unit

26	Information Technology Officer I	OSEC-DBMB-ITO1-7-2023	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Solutions Delivery Division
27	Project Development Officer II	OSEC-DBMB-PDO2-12-2023	15	38413	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Solutions Delivery Division
28	Project Development Officer II	OSEC-DBMB-PDO2-13-2023	15	38413	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Solutions Delivery Division
29	Information Technology Officer I	Contractual	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Digital Imaging for Monitoring and Evaluation Unit

30	Information Technology Officer I	Contractual	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Digital Imaging for Monitoring and Evaluation Unit
31	Information Technology Officer I	Contractual	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Digital Imaging for Monitoring and Evaluation Unit
32	Information Technology Officer I	Contractual	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Digital Imaging for Monitoring and Evaluation Unit
33	Information Systems Analyst I	Contractual	12	30705	Bachelor's degree relevant to the job	None required	None required	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Digital Imaging for Monitoring and Evaluation Unit

34	Information Systems Analyst I	Contractual	12	30705	Bachelor's degree relevant to the job	None required	None required	None required	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Principles of IT, User and Customer Support, Project Monitoring and Evaluation, ICT Project Management, Presentation Skills)	Information and Communications Technology Systems Service-Digital Imaging for Monitoring and Evaluation Unit
35	Information Technology Officer I	OSEC-DBMB-ITO1-5-2023	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	N/A	Information and Communications Technology Systems Service-Budget Data Analytics Division
36	Planning Officer I	OSEC-DBMB-PLO1-1-2009	11	28512	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional(Continuous Regulatory Compliance, Formulating and Integrating Development Plans, Organizational Dynamics, Strategic and Corporate Planning, Facilitation Skills, Monitoring and Evaluation, Performance Management)	Corporate Planning and Management Service-Monitoring Division
37	Planning Officer I	OSEC-DBMB-PLO1-3-2021	11	28512	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional(Continuous Regulatory Compliance, Formulating and Integrating Development Plans, Organizational Dynamics, Strategic and Corporate Planning, Facilitation Skills, Monitoring and Evaluation, Performance Management)	Corporate Planning and Management Service-Monitoring Division

38	Planning Officer II	OSEC-DBMB-PLO2-5-2017	15	38413	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Continuous Regulatory Compliance, Formulating and Integrating Development Plans, Organizational Dynamics, Strategic and Corporate Planning, Facilitation Skills, Process Management, Human Resource Framework Strategic Alignment)	Corporate Planning and Management Service-Management Division
39	Attorney III	OSEC-DBMB-ATY3-1-2017	21	67005	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080 (Bar)	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Leadership (Building collaborative, inclusive working relationships, Managing performance and coaching for results, Leading change, Thinking strategically and creatively, Creating and nurturing a high performing organization, Data Driven Decision Making, Mental Acuity, Responsibility and Accountability); Functional (Maintaining PFM Understanding, Legal Writing, Investigation and Research Skills, Legal Counseling Skills)	Legal Service
40	Budget and Management Specialist II	OSEC-DBMB-BMS2-2-2017	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Legal Writing, Investigation and Research Skills, Paralegal)	Legal Service

41	Budget and Management Specialist II	OSEC-DBMB-BMS2-3-2017	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Legal Writing, Investigation and Research Skills, Paralegal)	Legal Service
42	Administrative Assistant III	OSEC-DBMB-ADAS3-22-2004	9	22219	Completion of 2 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 (Subprofessional)/ First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Interpersonal Skills, Office Administration, Generating Reports, Correspondence, and Documentation)	Legal Service
43	Budget and Management Specialist I	OSEC-DBMB-BMS1-11-2022	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Formulating and Integrating Development Plan, Policy Formulation, Political Savvy, Strategic Alignment)	Local Government and Regional Coordination Bureau
44	Budget and Management Specialist II	OSEC-DBMB-BMS2-5-2023	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau

45	Budget and Management Specialist II	OSEC-DBMB-BMS2-6-2023	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
46	Budget and Management Specialist II	OSEC-DBMB-BMS2-7-2015	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
47	Budget and Management Specialist II	OSEC-DBMB-BMS2-14-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
48	Budget and Management Specialist II	OSEC-DBMB-BMS2-15-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau

49	Budget and Management Specialist II	OSEC-DBMB-BMS2-16-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
50	Budget and Management Specialist II	OSEC-DBMB-BMS2-17-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
51	Budget and Management Specialist II	OSEC-DBMB-BMS2-18-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
52	Budget and Management Specialist II	OSEC-DBMB-BMS2-19-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau

53	Budget and Management Specialist II	OSEC-DBMB-BMS2-20-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
54	Budget and Management Specialist II	OSEC-DBMB-BMS2-21-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
55	Budget and Management Specialist II	OSEC-DBMB-BMS2-22-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
56	Budget and Management Specialist II	OSEC-DBMB-BMS2-49-2000	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau

57	Budget and Management Specialist I	OSEC-DBMB-BMS1-7-2004	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Fiscal Planning, Formulating and Integrating Development Plans, Presentation Skills, Technical Writing)	Fiscal Planning and Reforms Bureau
58	Administrative Assistant III	OSEC-DBMB-ADAS3-28-2016	9	22219	Completion of 2 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 (Subprofessional)/ First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Interpersonal Skills, Office Administration, Generating Reports, Correspondence, and Documentation)	Fiscal Planning and Reforms Bureau
59	Budget and Management Specialist II	OSEC-DBMB-BMS2-31-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Process Management, Development Planning, Fostering Innovation).	Systems and Productivity Improvement Bureau
60	Budget and Management Specialist II	OSEC-DBMB-BMS2-32-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Process Management, Development Planning, Fostering Innovation)	Systems and Productivity Improvement Bureau

61	Budget and Management Specialist II	OSEC-DBMB-BMS2-34-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Process Management, Development Planning, Fostering Innovation)	Systems and Productivity Improvement Bureau
62	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-5-2023	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
63	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-4-2023	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
64	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-14-2016	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau

65	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-15-2016	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
66	Budget and Management Specialist II	OSEC-DBMB-BMS2-8-2023	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
67	Budget and Management Specialist II	OSEC-DBMB-BMS2-7-2023	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
68	Budget and Management Specialist II	OSEC-DBMB-BMS2-23-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau

69	Budget and Management Specialist II	OSEC-DBMB-BMS2-24-2012	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
70	Budget and Management Specialist II	OSEC-DBMB-BMS2-25-2016	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
71	Budget and Management Specialist I	OSEC-DBMB-BMS1-481-2023	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
72	Budget and Management Specialist I	OSEC-DBMB-BMS1-478-2023	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau

73	Budget and Management Specialist I	OSEC-DBMB-BMS1-27-2016	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Policy Formulation, Organizational Acumen, Human Resource Framework)	Organization, Position Classification and Compensation Bureau
74	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-135-2000	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-B
75	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-139-2000	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-C
76	Budget and Management Specialist I	OSEC-DBMB-BMS1-74-2000	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-C

77	Budget and Management Specialist II	OSEC-DBMB-BMS2-7-2010	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-D
78	Budget and Management Specialist I	OSEC-DBMB-BMS1-72-2000	13	32870	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-D
79	Budget and Management Specialist I	OSEC-DBMB-BMS1-76-2000	13	32870	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-D
80	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-173-2000	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-E

81	Budget and Management Specialist II	OSEC-DBMB-BMS2-10-2010	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-E
82	Budget and Management Specialist I	OSEC-DBMB-BMS1-4-2004	13	32870	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-E
83	Budget and Management Specialist I	OSEC-DBMB-BMS1-69-2000	13	32870	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-E
84	Budget and Management Specialist II	OSEC-DBMB-BMS2-4-2015	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-F

85	Budget and Management Specialist II	OSEC-DBMB-BMS2-15-2011	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-F
86	Budget and Management Specialist I	OSEC-DBMB-BMS1-12-2009	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-F
87	Budget and Management Specialist I	OSEC-DBMB-BMS1-278-2024	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing)	Budget and Management Bureau-F
88	Senior Budget and Management Specialist	OSEC-DBMB-SRBMS-201-2000	19	53873	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau

89	Budget and Management Specialist II	OSEC-DBMB-BMS2-3-2022	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau
90	Budget and Management Specialist II	OSEC-DBMB-BMS2-4-2022	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau
91	Budget and Management Specialist II	OSEC-DBMB-BMS2-6-2022	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau

92	Budget and Management Specialist II	OSEC-DBMB-BMS2-3-2002	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau
93	Budget and Management Specialist II	OSEC-DBMB-BMS2-18-2009	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau
94	Budget and Management Specialist II	OSEC-DBMB-BMS2-102-2000	16	41616	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau

95	Budget and Management Specialist I	OSEC-DBMB-BMS1-242-2024	13	32870	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Maintaining PFM Understanding, Use of IT to Manage Public Finances, Risk Analysis, Policy Formulation, Database Management, Technical Writing, Strategic Alignment)	Budget Technical Bureau
96	Administrative Assistant III	OSEC-DBMB-ADAS3-29-2004	9	22219	Completion of 2 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 (Subprofessional)/ First Level Eligibility	Core (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, GEDSI); Organizational (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management); Functional (Achievement Orientation, Records Management, Interpersonal Skills, Office Administration, Generating Reports, Correspondence, and Documentation)	Budget Technical Bureau

Interested and qualified applicants should signify their interest in writing. Applicants are advised to send their application with the following documentary requirements to the address below not later than the closing date or not later than September 9, 2024:

1. Signed APPLICATION LETTER, indicating/specifying the title of the position applied for, salary grade, plantilla item number, and the name of bureau/service/office where the vacancy is, and addressed to:

AMENAH F. PANGANDAMAN
Secretary
Department of Budget and Management
2nd Floor, Boncodin Hall
General Solano Street, San Miguel, Manila

An applicant may apply for a maximum of three (3) positions within the same posting period. However, he/she may be referred to offices other than his/her indicated preferences, based on organizational needs and the evaluation of his/her qualifications.

WHEN DECIDING WHERE TO APPLY, please read the Functional Statements of the DBM bureaus, services, and offices. This information is available on the DBM website under the "ABOUT THE DBM" tab, specifically in the "Functional Statements" sub-tab. You can access it directly at <https://www.dbm.gov.ph/index.php/functional-statements>.

2. *Duly accomplished PERSONAL DATA SHEET CS Form No. 212, Revised 2017) with recent ID picture taken within three (3) months prior to submission of application and subscribed and sworn to before an authorized administering officer (refer to Guide to Filling Out the Personal Data Sheet);*

Any inaccurate information that affects the qualification of the applicant to the position he/she is applying for, i.e., accomplishment of Part III (Educational Background), Part IV (Civil Service Eligibility), Part V (Work Experience), and Part VII (Learning and Development (L&D) Interventions/Training Programs Attended), and absence of other substantial entries such as signature of the applicant on each page and signature of the authorized person to administer the oath on page 4, which are not compliant with CSC Memorandum Circular No. 11, s. 2017 shall be grounds for exclusion from the recruitment process.

3. *Signed WORK EXPERIENCE SHEET (as an attachment to CS Form No. 212, Revised 2017);*

For internal applicants, the following required documents, if the same has not been previously submitted to the Administrative Service-Human Resource Management Division, shall also be submitted together with the documents required in items 1 to 3:

4. *Photocopy of DIPLOMA and TRANSCRIPT OF RECORDS;*

5. *Photocopy of CERTIFICATE/S OF TRAINING/SEMINARS attended;*

6. *Photocopy of CERTIFICATE OF EMPLOYMENT with actual duties and responsibilities;*

For internal applicants, a certificate from a previous employer/government agency is required.

7. *Photocopy of REPORT OF RATING/LICENSE/CERTIFICATE OF ADMISSION TO THE BAR/CERTIFICATE OF ELIGIBILITY/ELIGIBILITY CARD or site/screen capture of the eligibility using the Civil Service Eligibility Verification System, Professional Regulation Commission's Licensure Examination and Registration Information System, or Supreme Court of the Philippines Lawyer's List;*

8. *Photocopy of CERTIFICATION issued by Commission on Higher Education that a one-year diploma post-graduate course acquired from foreign or local institution is equivalent to a master's degree or a degree obtained from foreign schools is equivalent to a bachelor's or master's degree, if applicable; and*

9. *Photocopy of INDIVIDUAL PERFORMANCE ACCOMPLISHMENT REPORT or its equivalent for the last rating period (if applicable).*

Applicants are also required to accomplish the DBM Online Recruitment Form at:

<https://tinyurl.com/DBMRecruitmentFormCycle>

If clicking on the link does not work, kindly copy-paste the link into the browser address bar.

Original hard copies of the documents attached to the Online Recruitment Form must also be submitted to the Human Resource Management Division, Administrative Service, Department of Budget and Management; Ground Floor, DBM Building III, General Solano Street, San Miguel, Manila.

Due to the large volume of applications we receive, only those who submitted the complete required documents, accomplished the DBM Online Recruitment Form, and met ALL the required qualification standards will be contacted.

Applications received beyond deadline will not be acted upon.

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

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

The Department of Budget and Management advocates the Equal Employment Opportunity Principle (EEOP). We highly encourage and welcome all interested and qualified individuals to apply regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation.