



BAGONG PILIPINAS



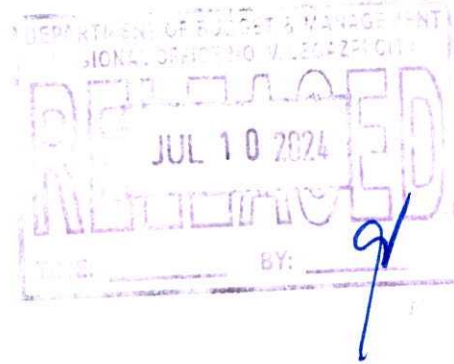
REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE V, RAWIS, LEGAZPI CITY



July 10, 2024

MS. SHARON FARIDA A. FLORES

Director II
Civil Service Commission – Albay Field Office
Rawis, Legazpi City, Albay 4500



Madam:

In compliance with Republic Act No. 7041, may we request publication of the enclosed List of Vacant Position of this Office in your July 2024 Bulletin of Vacant Position in the Government.

Vacant Positions:

Item Number:

1) One (1) Budget and Management Specialist I

OSEC-DBMB-BMS1-524-2023

Thank you and more power.

Very truly yours,

FRANCIS C. BAUTISTA

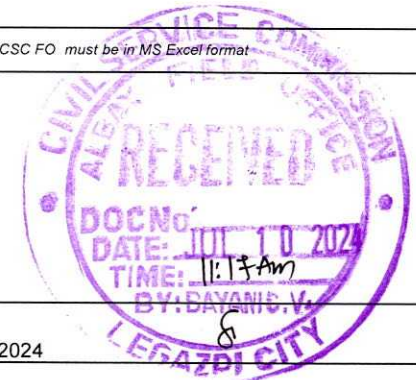
Acting Director IV

Enc.: As stated

FEM/JBB/RVL/LBS

Electronic copy to be submitted to the CSC FO must be in MS Excel format

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:

JENNIFER B. BARCOMA
HRMC

Date: 7/10/2024

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	Budget and Management Specialist I	OSEC-DBMB-BMS1-524-2023	13	31,320	Bachelor's degree relevant to the job	None required	None required	Career Service Professional (Second Level Eligibility)	<p>Core Competencies: (Integrity, Patriotism, Performance Excellence, Professionalism, Collaboration and Teamwork, Communication, Gender Equality, Disability and Social Inclusion-GEDSI)</p> <p>Organizational Competencies: (Analytical Thinking, Policy Interpretation, Attention to Detail, Service Delivery, Strategic Agility, Data Management)</p> <p>Functional Competencies: (Maintaining PFM Understanding, Use of IT to Manage Public Finances; Accounts Reconciliation, Supplier and Contract Management, Generating Reports, Correspondence and Documentation, Records Management, Continuous Regulatory Compliance)</p>	DBM Regional Office V

All interested and qualified individual, regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation are encouraged to apply.

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **July 20, 2024**.

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. Photocopy of transcript of records;
4. Photocopy of diploma and/or certificate of graduation;
5. Photocopy of authenticated copy of certificate of eligibility/bar or board rating/license;
6. Photocopy of certificate of employment with actual duties and responsibilities;
7. Photocopy of certificate of training/seminars attended; and
8. Performance rating **in the last rating period** (if applicable)

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

JENNIFER B. BARCOMA
Supervising Budget and Management Specialist/Acting Chief AO
Department of Budget and Management, ROV
dbm_ro5@dbm.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.