

Republic of the Philippines
CIVIL SERVICE COMMISSION
 Batasan Hills, Quezon City

Vacant Third Level Positions for Publication in the CSC Website

- Instructions :**
1. Use this Form for new publication of vacant Third Level positions (Career Executive Service Positions, appointments to which are issued by the President of the Philippines).
 2. Use only the CSC prescribed electronic form downloadable from <http://www.csc.gov.ph>. All items on this Form should be completely filled and with no abbreviation.
 3. Submit duly accomplished electronic form to CSC-ERPO as an email attachment to: jobs@webmail.csc.gov.ph and cc: csc.erpo.psd@gmail.com.
 4. Confirm with CSC receipt of email at telephone numbers (02)9317939 / 9318092 local 713, or (02)9318163.

WARNING : Alteration of this electronic form will result to data loading problems in the CSC Central Vacancy Database. DO NOT ALTER the structure of this electronic form.

Date of Preparation	: May 31, 2019
Name of Agency	: Department of Justice - Office for Alternative Dispute Resolution
Mailing Address	: Office of Undersecretary Markk L. Perete, Padre Faura St., Ermita, Manila
Name of Contact Person	: Hedeliza Q. Encabo
Position Title	: Acting Chief, Personnel Division
Email Address	: personnel@doj.gov.ph
Telephone Number	: (02) 5247946

DETAILS OF VACANCY (Entries should be one row per Plantilla Item Number.)

Seq No.	Plantilla Item Number	Position Title	Salary/ Job Grade	Annual Salary (in PHP)	Qualification Standards				Other Requirements of the Position	Place of Assignment	
					Education	Training	Experience	Eligibility		Office/Dept./ Division	Geographical Region
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)
1	EXED5-1-2016	Executive Director V	SG-30	2,102,208.00	Bachelor's Degree	None required	Three (3) Years of supervisory experience	Career Service Executive Eligibility (CSEE)/ Career Executive Service		Office of the Executive Director	NCR
2	DED4-1-2017	Deputy Executive Director IV	SG-28	1,646,340.00	Bachelor's Degree	None required	Three (3) Years of supervisory experience	Career Service Executive Eligibility (CSEE)/ Career Executive Service		Office of the Executive Director	NCR
3	DIR3-619-2017	Director III	SG-27	1,456,932.00	Bachelor's Degree	None required	Three (3) Years of supervisory experience	Career Service Executive Eligibility (CSEE)/ Career Executive Service		Training Accreditation and Promotion Service	NCR

*** Nothing Follows ***