

CIVIL SERVICE COMMISSION

National Capital Region

Bulletin of Vacant Positions in GOVERNMENT *



July 17, 2017 CSC-DFPC FO: 2017-07-04 /

JUL 18 2017

* Please be advised that all requests for publication of vacant third level positions should be filed at the CSC-ERPO, CO (Batasan Hills, QC). The requirement to publish vacant third level position under RA No. 7041 shall be deemed complied with only if the said positions are published by the CSC-ERPO (CSC MC No. 11, s. 2007).



Civil Aviation Authority of the Philippines
NOTICE OF VACANCY

17 July 2017

DATE OF PUBLICATION

JUL 17 2017

Region : NCR
Agency : Civil Aviation Authority of the Philippines
Place of Assignment : CATC, Tagbilaran Airport, ATS
Position Title : Utility Worker II
Salary Grade : 3
Item Number : ~~0057~~, 2931, 0798

QUALIFICATION STANDARDS:
Education : Must be able to read and write
Experience : None required
Training : None required
Eligibility : None required

Region : NCR
Agency : Civil Aviation Authority of the Philippines
Place of Assignment : Corporate Communications Staff
Position Title : Public Relations Officer IV
Salary Grade : 22
Item Number : 0077

QUALIFICATION STANDARDS:
Education : Bachelor's degree
Experience : Three years relevant experience
Training : Sixteen hours relevant training
Eligibility : Career Service (Professional) Second Level Eligibility

Region : NCR
Agency : Civil Aviation Authority of the Philippines
Place of Assignment : Business Development Division
Position Title : Business Development Analyst A
Salary Grade : 13
Item Number : 0346

QUALIFICATION STANDARDS:
Education : Bachelor's degree relevant to the job
Experience : None required
Training : None required
Eligibility : Career Service (Professional) Second Level Eligibility

Region : NCR
Agency : Civil Aviation Authority of the Philippines
Place of Assignment : Records and Archives Division
Position Title : Records Officer I
Salary Grade : 10
Item Number : 0426

QUALIFICATION STANDARDS:
Education : Bachelor's degree
Experience : None required
Training : None required
Eligibility : Career Service (Professional) Second Level Eligibility

Region : NCR
Agency : Civil Aviation Authority of the Philippines

JUL 17 2017

Place of Assignment : Procurement Division
 Position Title : Procurement Analyst A
 Salary Grade : 13
 Item Number : 0441
 QUALIFICATION STANDARDS:
 Education : Bachelor's degree
 Experience : None required
 Training : None required
 Eligibility : Career Service (Professional) Second Level Eligibility

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : ADMS
 Position Title : Driver II
 Salary Grade : 4
 Item Number : 2202

QUALIFICATION STANDARDS:
 Education : Elementary School Graduate
 Experience : None required
 Training : None required
 Eligibility : Driver's License (MC 11,s.96-cat.II)

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Tacloban Airport
 Position Title : Administrative Officer II
 Salary Grade : 15
 Item Number : 2946

QUALIFICATION STANDARDS:
 Education : Bachelor's degree
 Experience : 1 year relevant experience
 Training : 4 hours relevant training
 Eligibility : Career Service (Professional) Second Level Eligibility

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Baguio, Tagbilaran, Laguidingan
 Position Title : Firefighter I
 Salary Grade : 6
 Item Number : 2320, 2919, 3236

QUALIFICATION STANDARDS:
 Education : Completion of two years studies in college
 Experience : None required
 Training : None required
 Eligibility : Career Service (Sub-professional) First Level Eligibility

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Accounting Division
 Position Title : Accountant I
 Salary Grade : 12
 Item Number : 0480

QUALIFICATION STANDARDS:
 Education : Bachelor's degree in Commerce/Business Administration major inn
 Accounting/BS Accountancy
 Experience : None required
 Training : None required
 Eligibility : RA 1080 (CPA)

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Laguindingan

JUL 17 2017

Position Title : Administrative Assistant III
 Salary Grade : 9
 Item Number : 3254
 QUALIFICATION STANDARDS:
 Education : Completion of two years studies in college
 Experience : 2 years relevant experience
 Training : 8 hours relevant training
 Eligibility : Career Service (Sub-professional) First Level Eligibility

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Davao Int'l Airport
 Position Title : Industrial Security Guard B
 Salary Grade : 5
 Item Number : 0284

QUALIFICATION STANDARDS:
 Education : High School Graduate
 Experience : None required
 Training : None required
 Eligibility : Security Guard License

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : ANS 11 Field Officer
 Position Title : Airfield Lighting & Power Technician II
 Job Level : 4
 Item Number : 2045, 1975

QUALIFICATION STANDARDS:
 Education : Completion of two years studies in college OR High School Graduate with relevant vocational/trade course
 Experience : 2 years of relevant experience in the operation and maintenance of Airfield Lighting & Power Systems
 Training : Certificate in Airfield & Power Technician Course or its equivalent
 Eligibility : CSC MC 11s.96-Cat.II

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : ANS 11 Field Officer
 Position Title : Airfield Lighting & Power Technician I
 Job Level : 1
 Item Number : 2097

QUALIFICATION STANDARDS:
 Education : Completion of two years studies in college OR High School Graduate with relevant vocational/trade course
 Experience : None required
 Training : Certificate in Airfield & Power Technician Course or its equivalent
 Eligibility : CSC MC 11s.96-Cat.II

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Air Traffic Nationwide Facilities
 Position Title : Air Traffic Management Officer V
 Job Level : 17
 Item Number : 0819, 0806

QUALIFICATION STANDARDS:
 Education : Bachelor's degree
 Experience : 4 years of relevant experience in Air Traffic Service involving Administrative Supervision with Current Facility Rating
 Training : 80 hours of training in supervisory management and Completion of Air Traffic Service Course
 Eligibility : Air Traffic Control License OR Aeronautical Station Operator License

JUL 17 2017

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Air Traffic Nationwide Facilities
 Position Title : Air Traffic Management Officer IV
 Job Level : 16
 Item Number : 0907, 0931

QUALIFICATION STANDARDS:

Education : Bachelor's degree
 Experience : 3 years of relevant experience in Air Traffic Service involving Operational Supervision with Current Facility Rating
 Training : 80 hours of training in supervisory management and Completion of Air Traffic Service Course
 Eligibility : Air Traffic Control License OR Aeronautical Station Operator License

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Air Traffic Nationwide Facilities
 Position Title : Air Traffic Management Officer III
 Job Level : 15
 Item Number : 1116

QUALIFICATION STANDARDS:

Education : Bachelor's degree
 Experience : 2 years of relevant experience in Air Traffic Service as practicing Air Traffic Controller or Aeronautical Station Operator with Current Facility Rating
 Training : 20 hours of relevant technical training/seminar AND Completion of Air Traffic Service Course
 Eligibility : Air Traffic Control License OR Aeronautical Station Operator License

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Air Traffic Nationwide Facilities
 Position Title : Air Traffic Management Officer II
 Job Level : 14
 Item Number : 1147, 1169, 1172, 1254, 1258, 1279, 1283, 1296

QUALIFICATION STANDARDS:

Education : Bachelor's degree
 Experience : 1 year of relevant experience in Air Traffic Service as practicing Air Traffic Controller or Aeronautical Station Operator with Current Facility Rating
 Training : 10 hours of relevant technical training/seminar AND Completion of Air Traffic Service Course
 Eligibility : Air Traffic Control License OR Aeronautical Station Operator License

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Air Traffic Nationwide Facilities
 Position Title : Air Traffic Management Officer I
 Job Level : 13
 Item Number : 1397

QUALIFICATION STANDARDS:

Education : Bachelor's degree
 Experience : 6months apprenticeship in air traffic management facility and Current Facility Rating
 Training : Completion of Air Traffic Service Course
 Eligibility : Air Traffic Control License OR Aeronautical Station Operator License

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : FSIS
 Position Title : Pilot Examiner I
 Job Level : 15
 Item Number : 0571

QUALIFICATION STANDARDS:

Education : Bachelor's degree
Experience : 1 year instructional and checking experience on aircraft with approved training organization in aviation services with 1,000 hours as Pilot-In-Command OR Current class/type rating on airplane or helicopter OR current Instrument and Flight Instrument and Flight Instructor's Rating
Training : Aircraft class/type rating qualification training
Eligibility : Valid Commercial Pilot's License (CSC MC 11,s.1996-Cat.IV)
Region : NCR
Agency : Civil Aviation Authority of the Philippines
Place of Assignment : Aerodrome and Air Navigation Safety Oversight Office/Air Traffic Safety Inspection Division
Position Title : Senior Aviation Services Safety Inspector
Job Level : 18
Item Number : 0109

QUALIFICATION STANDARDS:

Education : Bachelor's degree
Experience : 5 years functionally related or relevant experience as:
• ATC or
• ACOM or
• ATMO or
• In AANSOO as Acting Inspector or Acting Asst. Inspector
Training : 160 hours of relevant training OR Certificate IN ANY of the following:
• Safety Management System (SMS)
• Runway Safety Program (RSP)
• Leadership Training
• Airport Engineering or Operations Course
• Safety Audit Training
• Aerodrome Certification Course
• Aviation Safety Inspectors Course
• ATC or ACOM or ANSS/CNSSO Training Course
Eligibility : Career Service Professional or RA 1080 or Air Traffic Controller (ATC) License or Aeronautical Station Operator (ASO) License

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July 24, 2017 CSC-DFPC FO: 2017-07-08

JUL 24 2017

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**Civil Aviation Authority of the Philippines
 NOTICE OF VACANCY**

24 July 2017

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : CATC
 Position Title : Utility Worker I
 Salary Grade : 1
 Item Number : 0067

QUALIFICATION STANDARDS:
 Education : Must be able to read and write
 Experience : None required
 Training : None required
 Eligibility : None required

DATE OF PUBLICATION

JUL 24 2017

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Air Traffic Nationwide Facilities
 Position Title : Air Traffic Management Officer I
 Job Level : 13
 Item Number : 1399, 1337

QUALIFICATION STANDARDS:
 Education : Bachelor's degree
 Experience : 6 months apprenticeship in air traffic management facility and Current Facility Rating
 Training : Completion of Air Traffic Service Course
 Eligibility : Air Traffic Control License OR Aeronautical Station Operator License

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Busuanga, Daet, Masbate, Antique, Calbayog, Tandag
 Position Title : Airport Manager I
 Job Level : 15
 Item Number : 2051, 2572, 2591, 2725, 2982, 3532

QUALIFICATION STANDARDS:
 Education : Bachelor's degree
 Experience : 4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations
 Training : 40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification
 Eligibility : Career Service (Professional); OR Appropriate eligibility for second level positions

Region : NCR
 Agency : Civil Aviation Authority of the Philippines
 Place of Assignment : Dumaguete
 Position Title : Airport Manager II
 Job Level : 18
 Item Number : 2881

QUALIFICATION STANDARDS:
 Education : Bachelor's degree
 Experience : 8 years experience in Airport operations and maintenance, 3 years of which involves management and supervision
 Training : 80 hours of training in Airport Management and Supervision AND Certificates in Safety Management System and Aerodrome Certification
 Eligibility : Career Service (Professional) OR Appropriate eligibility for second level positions