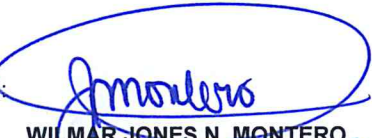


Republic of the Philippines
CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the CIVIL AVIATION AUTHORITY OF THE PHILIPPINES:


WILMAR JONES N. MONTERO
Officer-In-Charge, HRMD

Date: December 1, 2025

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 / Area of Specialization/ Residency Requirement (if applicable)	
1	Division Chief III	0342	12.3	96536	Master's degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service (Professional) Second Level Eligibility	N/A	Corporate Planning Office / Business Development Division
2	Division Chief III	0537	13	104819	Bachelor's degree	80 hours supervisory or managerial training	2 years functionally related supervisory or managerial experience	Career Service (Professional) Eligibility	N/A	Flight Standards Inspectorate Service / Regulatory Standards Department / Aviation Records Management Division

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ROSIE D. PERLAS
Senior Human Resource Specialist

3	Division Chief III	0563	13	104819	Bachelor's degree	80 hours of supervisory or managerial training	2 years of functionally related supervisory or managerial experience	Airline Transport Pilot License	N/A	Flight Standards Inspectorate Service / Licensing and Certification Department / Proficiency Check and Skills Test Division
4	Division Chief III	0661	13	104819	Bachelor's degree	80 hours of supervisory or managerial training	2 years functionally related supervisory or managerial experience	Airline Transport Pilot License	N/A	Flight Standards Inspectorate Service / Flight Operations Department / General Aviation Operations Certification and Inspection Division
5	Airport Manager I	2333	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Basco Airport
6	Airport Manager III	2463	13	104819	Bachelor's degree	80 hours of training in Airport Management and Supervision AND Certificates in State Safety Program (SSP) and Aircraft Accident Investigation and Prevention (AAIP)	10 years experience in Airport operations and maintenance, 4 years of which involves management and supervision	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Puerto Princesa International Airport

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ROSIE D.C. PERLAS
Senior Human Resource Specialist

7	Airport Manager I	2591	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Masbate Airport
8	Airport Manager I	2725	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Antique Airport
9	Airport Manager II	2817	12.3	96536	Bachelor's degree	80 hours of training in Airport Management and Supervision AND Certificates in Safety Management System and Aerodrome Certification	8 years experience in Airport operations and maintenance, 3 years of which involves management and supervision	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Kalibo International Airport
10	Civil Aviation Area Manager	2933	15	158361	Master's degree	120 hours of training in Airport Management and Supervision AND Certificates in State Safety Program (SSP) and Aircraft Accident Investigation and Prevention (AAIP)	12 years experience in Airport operations and maintenance, 5 years of which involves management and supervision	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	CAAP Area Center

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 Senior Human Resource Specialist

11	Airport Manager III	2943	13	104819	Bachelor's degree	80 hours of training in Airport Management and Supervision AND Certificates in State Safety Program (SSP) and Aircraft Accident Investigation and Prevention (AAIP)	10 years experience in Airport operations and maintenance, 4 years of which involves management and supervision	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Tacloban Airport
12	Airport Manager I	2982	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Calbayog Airport
13	Airport Manager I	3001	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Catarman Airport
14	Airport Manager I	3020	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Ormoc Airport

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Senior Human Resource Specialist

15	Airport Manager I	3302	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Surigao Airport
16	Airport Manager I	3532	12.1	81588	Bachelor's degree	40 hours of training in Supervision and Management AND Safety Management System and Aerodrome Certification	4 years experience in Airport operations and maintenance AND 2 years supervisory experience in airport operations	Career Service (Professional) OR Any appropriate eligibility for second level positions	N/A	Tandag Airport

Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than

December 16, 2025

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.

This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:

WILMAR JONES N. MONTERO

Officer-In-Charge, HRMD

Old MIA Road, Pasay City

careers@caap.gov.ph

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.


ROSIE DC. PERLAS
Senior Human Resource Specialist