

Republic of the Philippines
NATIONAL COMMISSION FOR CULTURE AND THE ARTS
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 NATIONAL COMMISSION FOR CULTURE AND THE ARTS in the CSC website:


SUSAN C. DAYAO
HRMO

Date: June 3, 2021

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	PLANNING OFFICER I	NCCA- PROPERC- PLO1-11- 2007	11	23877	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) 2nd level eligibility	N/A	Office of the Deputy Executive Director / PPFPD- Cultural Heritage Section

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 June 13, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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


SUSAN C. DAYAO

Chief Administrative Officer

633 General Luna Street, Intramuros, Manila

hr@ncca.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

