

NOTICE OF VACANT POSITIONS

As of June 30, 2020

AGENCY: PRIVATIZATION AND MANAGEMENT OFFICE (PMO)

Item No.	Position Title	Salary Grade	Office/Division	QUALIFICATION STANDARDS*			
				Education	Experience	Training	Eligibility/Other Requirements
1	Information Technology Officer III	24	Information Technology Division	Master's Degree	4 years in position involving management and supervision	40 hours of training in management and supervision	None required
2	Attorney IV	23	Office of the Deputy Executive Director V/ Deputy Privatization Officer - Legal Services	Bachelor of Laws	2 years of relevant experience	8 hours of relevant training	Admitted to the Philippine Bar
3	Senior Administrative Assistant III	15	Office of the Executive Director V/ Chief Privatization Officer	Completion of 2 years studies in college	None required	None required	None required
4	Administrative Officer IV (MAA II)	15	Financial Management Division	Bachelor's Degree	1 year of relevant experience	4 hours of relevant training	None required
5	Computer Maintenance Technologist I	11	Information Technology Division	Bachelor's Degree relevant to the job	None required	None required	None required

**Please address your application letter to PMO Chief Privatization Officer GERARD L. CHAN
and submit through email address laambasjr@pmo.gov.ph**

Submit soft copies (PDF format) of the following:

1. Personal Data Sheet**/Curriculum Vitae with current 2x2 picture
2. Service Record/Employment Certificates
3. Transcript of Records
4. School Diploma
5. Certificate of Bar or Board Rating & License
6. Certificates of Training

Original documents should be presented once requested for validation.

Applications received after the deadline shall not be considered.

For additional information, please send email through laambasjr@pmo.gov.ph or contact PMO-HR at landline no. 8818-8304.

* As provided under the Civil Service Commission Qualification Standards Manual and Memorandum Circular No.14, s. 2018.

** Download at www.csc.gov.ph

Approved for Posting:



ELLEN H. RONDAEL

Chairperson

Human Resource Merit Promotion and
Personnel Selection Board