

Republic of the Philippines
Development Academy of the Philippines
Posting of Vacant Coterminous with the Project Positions
May 31, 2024

No.	Position Title	Item No.	Salary Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	FELLOW I	60	25	102,690.00	Master's degree or Certificate in Leadership and Management from CSC	120 hours of supervisory/management learning and development intervention	Five (5) years of supervisory/management experience	None required	Productivity and Development Center
2	PROJECT OFFICER V	90	24	90,078.00	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention	Four (4) years of supervisory/management experience	None required	Center for CES Development
3	PROJECT OFFICER II	220	21	63,997.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for CES Development
4	PROJECT OFFICER II	225	21	63,997.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Productivity and Development Center
5	PROJECT OFFICER I	259	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for Governance
6	PROJECT OFFICER I	265	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for Governance
7	PROJECT OFFICER I	266	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for Governance
8	PROJECT OFFICER I	267	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for Governance
9	PROJECT OFFICER I	279	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for Governance
10	PROJECT OFFICER I	280	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for Governance
11	PROJECT OFFICER I	286	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Productivity and Development Center
12	PROJECT OFFICER I	287	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Productivity and Development Center
13	PROJECT OFFICER I	289	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Administrative Department
14	PROJECT OFFICER I	293	20	57,347.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Administrative Department
15	ASSOCIATE PROJECT OFFICER III	355	18	46,725.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Center for Governance

Republic of the Philippines
Development Academy of the Philippines
Posting of Vacant Coterminous with the Project Positions
May 31, 2024

No.	Position Title	Item No.	Salary Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
16	ASSOCIATE PROJECT OFFICER III	363	18	46,725.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Center for Governance
17	ASSOCIATE PROJECT OFFICER III	369	18	46,725.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Productivity and Development Center
18	HUMAN RESOURCE MANAGEMENT OFFICER III	381	18	46,725.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Human Resource Management and Development Department
19	ASSOCIATE PROJECT OFFICER II	405	17	43,030.00	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Center for Governance
20	EXECUTIVE ASSISTANT II	426	17	43,030.00	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Office of the President
21	ASSOCIATE PROJECT OFFICER I	443	16	39,672.00	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Center for Governance
22	ASSOCIATE PROJECT OFFICER I	457	16	39,672.00	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Productivity and Development Center
23	ASSOCIATE PROJECT OFFICER I	460	16	39,672.00	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Productivity and Development Center
24	BUDGET OFFICER II	482	15	36,619.00	Bachelor's degree relevant to the job	None required	None required	None required	Finance Department
25	HUMAN RESOURCE MANAGEMENT OFFICER II	513	15	36,619.00	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Human Resource Management and Development Department
26	MANAGEMENT AND AUDIT ANALYST II	518	15	36,619.00	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Finance Department
27	NURSE I	735	15	36,619.00	Bachelor of Science in Nursing graduate	None required	None required	RA 1080	DAP Conference Center
28	PROJECT ASSISTANT IV	576	14	33,843.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	None required	Center for CES Development
29	SUPPLY OFFICER II	585	14	33,843.00	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Administrative Department
30	PROJECT ASSISTANT III	597	12	29,165.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Center for Governance

Republic of the Philippines
Development Academy of the Philippines
Posting of Vacant Coterminous with the Project Positions
May 31, 2024

No.	Position Title	Item No.	Salary Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
31	PROJECT ASSISTANT III	604	12	29,165.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Productivity and Development Center
32	PROJECT ASSISTANT III	605	12	29,165.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Productivity and Development Center
33	PROJECT ASSISTANT III	618	12	29,165.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Productivity and Development Center
34	BUYER IV	687	11	27,000.00	Completion of two (2) years studies in college	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Administrative Department
35	HOUSEPARENT IV	1505	11	27,000.00	High School Graduate	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required (MC 11, s. 96 - Cat. III)	DAP Conference Center
36	HOUSEPARENT IV	1506	11	27,000.00	High School Graduate	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required (MC 11, s. 96 - Cat. III)	DAP Conference Center
37	PROJECT ASSISTANT II	746	10	23,176.00	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	None required	Center for Governance
38	RECORDS OFFICER I	767	10	23,176.00	Bachelor's degree	None required	None required	None required	Administrative Department
39	RECORDS OFFICER I	768	10	23,176.00	Bachelor's degree	None required	None required	None required	Administrative Department
40	SUPPLY OFFICER I	771	10	23,176.00	Bachelor's degree	None required	None required	None required	Administrative Department
41	PROJECT ASSISTANT I	861	8	19,744.00	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Center for Governance
42	PROJECT ASSISTANT I	869	8	19,744.00	Bachelor's degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	None required	Center for Governance
43	STOREKEEPER II	999	6	17,553.00	Completion of two (2) years studies in college	None required	None required	None required	Administrative Department
44	STOREKEEPER I	1106	4	15,586.00	Elementary school graduate	None required	None required	None required	DAP Conference Center
45	DRIVER II	1081	4	15,586.00	Elementary school graduate	None required	None required	Driver License MC 11, s. 96 - Cat II	Administrative Department

Republic of the Philippines
Development Academy of the Philippines
Posting of Vacant Coterminous with the Project Positions
May 31, 2024

No.	Position Title	Item No.	Salary Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
46	DRIVER II	1087	4	15,586.00	Elementary school graduate	None required	None required	Driver License MC 11, s. 96 - Cat II	Administrative Department
47	DRIVER II	1088	4	15,586.00	Elementary school graduate	None required	None required	Driver License MC 11, s. 96 - Cat II	Administrative Department

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 10, 2024**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017), and with attached Work Experience Sheet (CS Form No. 212) 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:

Richa S. Tibo

Department Manager

HRMDD

recruitment@dap.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.