

Electronic copy to be submitted to the
CSC FO must be in MS Excel format

Republic of the Philippines
DEVELOPMENT ACADEMY OF THE PHILIPPINES
Request for Publication of Vacant Positions

MARK ANTHONY M. SAGAONIT
Human Resource Specialist II

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEVELOPMENT ACADEMY OF THE PHILIPPINES in the CSC website:

Richa S. Tibo
RICHAS. TIBO
HRMO

Date: May 20, 2024

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	CREDIT OFFICER III	500	15	36,619	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional)/ Second Level Eligibility		Finance 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 May 30, 2024.

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:

RICHA S. TIBO
Department Manager, HRMDD
Ortigas Center, Pasig City
recruitment@dap.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.