

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

DND DEC-12-2024 4:08PM


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:

  
**CAROLYN RUBY PILAR L. RIVERA**  
**HRMO**

Date: December 12, 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	FELLOW II	24	26	116,040	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	Career Service (Professional)/ Second Level Eligibility		Center for Governance
2	FELLOW II	28	26	116,040	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	Career Service (Professional)/ Second Level Eligibility		Center for Governance
3	FELLOW II	30	26	116,040	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	Career Service (Professional)/ Second Level Eligibility		Center for Governance
4	FELLOW I	1489	25	102,690	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	Career Service (Professional)/ Second Level Eligibility		Center for Governance
5	FELLOW I	66	25	102,690	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	Career Service (Professional)/ Second Level Eligibility		Productivity and Development Center
6	FELLOW I	56	25	102,690	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	Career Service (Professional)/ Second Level Eligibility		Center for CES Development

Development Academy of the Philippines  
Center for Office and Conference Facilities  
**OK FOR POSTING**  
By:  Date: 12/13/24

7	PROJECT OFFICER IV	129	23	80,003	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Productivity and Development Center
8	PROJECT OFFICER IV	141	23	80,003	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Center for Governance
9	PROJECT ASSISTANT IV	553	14	33,843	Completion of two (2) years studies in college	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Subprofessional) First Level Eligibility		Center for Governance

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 December 22, 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](http://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.

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

CAROLYN RUBY PILAR L. RIVERA  
Division Chief, HRMD  
DAP Bldg., San Miguel, Ortigas, Pasig City  
[academyhr@dap.edu.ph](mailto:academyhr@dap.edu.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**