

**NOTICE OF VACANCIES  
CENTRAL OFFICE**

Date of Publication : 02 February 2022

1. *Information Technology Officer I*, OSEC-DICTB-ITO1-134-2017, Cybersecurity Bureau – National Computer Emergency Response Team Division

<b>Monthly Salary</b> (SG 19)	Php 49,835.00
<b>Other Benefits/ Incentives:</b>  (Entitlement is subject to existing guidelines, rules and regulations)	<ul style="list-style-type: none"><li>○ Php 2,000 – Monthly Personal Economic Relief Allowance</li><li>○ Php 49,835.00 – Mid-Year Bonus</li><li>○ Php 49,835.00 – Year-End Bonus</li><li>○ Php 6,000.00 – Clothing Allowance</li><li>○ Php 5,000.00 – Cash Gift</li></ul>
<b>Education</b>	Bachelor's degree relevant to the job
<b>Training</b>	8 hours of relevant training
<b>Experience</b>	2 years of relevant experience
<b>Eligibility</b>	Career Service (Professional) Second Level Eligibility

2. *Engineer II*, OSEC-DICTB-ENG2-226-2017, Cybersecurity Bureau – National Computer Emergency Response Team Division

<b>Monthly Salary</b> (SG 16)	Php 38,150.00
<b>Other Benefits/ Incentives:</b>  (Entitlement is subject to existing guidelines, rules and regulations)	<ul style="list-style-type: none"><li>○ Php 2,000 – Monthly Personal Economic Relief Allowance</li><li>○ Php 38,150.00 – Mid-Year Bonus</li><li>○ Php 38,150.00 – Year-End Bonus</li><li>○ Php 6,000.00 – Clothing Allowance</li><li>○ Php 5,000.00 – Cash Gift</li></ul>
<b>Education</b>	Bachelor's degree in Engineering relevant to the job
<b>Training</b>	4 hours of relevant training
<b>Experience</b>	1 year of relevant experience
<b>Eligibility</b>	RA 1080

3. *Engineer I*, OSEC-DICTB-ENG1-223-2017, Cybersecurity Bureau – National Computer Emergency Response Team Division
4. *Engineer I*, OSEC-DICTB-ENG1-224-2017, Cybersecurity Bureau – National Computer Emergency Response Team Division
5. *Engineer I*, OSEC-DICTB-ENG1-218-2017, Cybersecurity Bureau – Digital Certificate Division
6. *Engineer I*, OSEC-DICTB-ENG1-219-2017, Cybersecurity Bureau – Digital Certificate Division
7. *Engineer I*, OSEC-DICTB-ENG1-220-2017, Cybersecurity Bureau – Critical Infostructure Evaluation and Cybersecurity Standards Division
8. *Engineer I*, OSEC-DICTB-ENG1-221-2017, Cybersecurity Bureau – Critical Infostructure Evaluation and Cybersecurity Standards Division

<b>Monthly Salary</b> <i>(SG 12)</i>	Php 27,608.00
<b>Other Benefits/ Incentives:</b>  <i>(Entitlement is subject to existing guidelines, rules and regulations)</i>	<ul style="list-style-type: none"> <li>○ Php 2,000 – Monthly Personal Economic Relief Allowance</li> <li>○ Php 27,608.00 – Mid-Year Bonus</li> <li>○ Php 27,608.00 – Year-End Bonus</li> <li>○ Php 6,000.00 – Clothing Allowance</li> <li>○ Php 5,000.00 – Cash Gift</li> </ul>
<b>Education</b>	Bachelor's degree in Engineering relevant to the job
<b>Training</b>	None required
<b>Experience</b>	None required
<b>Eligibility</b>	RA 1080

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 **12 February 2022**.

1. Application letter addressed to Mr. Nestor S. Bongato, *CESO V*, OIC Assistant Secretary for Administration, Finance and Planning;
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS
3. Form No. 212, Revised 2017) and Work Experience Sheet (WES) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
4. Photocopy of Diploma;
5. Photocopy of Transcript of Records;
6. Photocopy of certificate of eligibility/rating/license, if applicable;
7. Certificates of relevant training, seminars and awards/recognition, if any;
8. Performance rating in the last rating period (if applicable);
9. Certificate of previous employment, if applicable;
10. Certification of no pending administrative charge; and
11. NBI Clearance (for cases of original appointment and reemployment).

QUALIFIED APPLICANTS are advised to send through email their application to:

Ms. Yesly Corazon R.D. Jaen

Director IV - Administrative Service

DICT Bldg., C.P. Garcia Avenue, U.P. Diliman, Quezon City

**[careers@dict.gov.ph](mailto:careers@dict.gov.ph)**

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

