

# CAREER EXECUTIVE SERVICE BOARD

#3 Marcelino St., Holy Spirit Drive, Quezon City

## VACANCY ANNOUNCEMENT

### (1) CHIEF PERSONNEL SPECIALIST

CPS-1-1999, SG 24

Qualification Standards (per CSC MC 1, s. 1997)

- Masteral degree
- Four (4) years in position/s involving management and supervision
- 24 hours of training in management and supervision
- Career Service (Professional)/Second Level Eligibility

### (1) ATTORNEY IV

SG 23

Qualification Standards (per CSC MC 1, s. 1997)

- Bachelor of Laws
- 8 hours relevant training
- Two (2) years of relevant experience
- RA 1080

### (1) BOARD SECRETARY III

SG 20

Qualification Standards (per CSC MC 1, s. 1997)

- Bachelor's Degree
- Two (2) years of relevant experience
- 8 hours relevant training
- Career Service (Professional)/Second Level Eligibility

### (1) SENIOR PERSONNEL SPECIALIST

SG 19

Qualification Standards (per CSC MC 1, s. 1997)

- Bachelor's Degree
- Two (2) years of relevant experience
- 8 hours of relevant training
- Career Service (Professional)/Second Level Eligibility

### (1) PERSONNEL SPECIALIST II

SG 16

Qualification Standards (per CSC MC 1, s. 1997)

- Bachelor's Degree
- One (1) year of relevant experience
- 4 hours of relevant training
- Career Service (Professional)/Second Level Eligibility

Please send your application letter and resume to:

Personnel Unit *c/o* Ms. Truds or Ms. Lily  
Finance and Administrative Division  
Career Executive Service Board  
No. 3 Marcelino St. Holy Spirit Drive, Quezon City  
Telephone no. 951-4981 local 831/105  
**e-mail address:** [gertrudes52682@yahoo.com](mailto:gertrudes52682@yahoo.com) and  
[llbornay@yahoo.com.ph](mailto:llbornay@yahoo.com.ph)

Deadline for submission of application is November 9, 2007. Previous applicants need not apply.