

**Philippine Veterans Affairs Office  
Request for Publication of Vacant Positions**

**To: CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of Philippine Veterans Affairs Office in the CSC website:

**LTGEN. ERNESTO G. CAROLINA, AFP (RET)**

Administrator

Date: 13-Jul-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Supervising Administrative Officer	AFP-PVAOC-SADOF-7- 2010	22	P704,604.00	Bachelor's Degree relevant to the job preferably Accountant, Business Management, Banking and Finance	16 hours of relevant training	3 years relevant experience in position/s involving supervision	Career Service (Professional)/ Second Level Eligibility)		Finance Division
2	Special Investigator III	AFP-PVAOC-SPI3-4- 1998	18	P457,020.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility)		Legal Affairs Division
3	Senior Veterans Assistance Officer	AFP-PVAOC-SRVAO- 14-2010	18	P457,020.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience in position/s involving supervision	Career Service (Professional)/ Second Level Eligibility)		Veterans Memorial and Historical Division (Balete Shrine)

4	Senior Veterans Assistance Officer	AFP-PVAOC-SRVAO-21-2010	18	P457,020.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience in position/s involving supervision	Career Service (Professional)/ Second Level Eligibility)		Office of the Administrator - Public Affairs Office
5	Planning Officer II	AFP-PVAOC-PLO2-2-2010	15	P348,120.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility		Planning and Management Division
6	Assistant Financial Claims Examiner	AFP-PVAOC-AFCE-82-1998	7	P183,048.00	Completion of 2 years studies in college	none required	none required	Career Service (Sub-Professional)/ First Level Eligibility)		Field Service Extension Office - Batac Ilocos Norte
7	Administrative Aide III	AFP-PVAOC-ADA3-45-2005	3	P142,968.00	Bachelor's Degree	none required	none required	Career Service (Sub-Professional)/ First Level Eligibility)		Field Service Extension Office - Lingayen Pangasinan
8	Administrative Aide III	AFP-PVAOC-ADA3-44-2005	3	P142,968.00	Bachelor's Degree	none required	none required	Career Service (Sub-Professional)/ First Level Eligibility)		Field Service Extension Office - Lipa Batangas

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 23 July 2018.

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 present position for one (1) year (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:

MARICIEL E. ESTACIO, MNSA

Chief, Human Resource Development Division

Philippine Veterans Affairs Office, Camp General

Emilio Aguinaldo, Quezon City

[pvaorecruitment@gmail.com](mailto:pvaorecruitment@gmail.com)

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