


Republic of the Philippines  
**OFFICE OF CIVIL DEFENSE**  
 Request for Publication of Vacant Positions

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

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the OFFICE OF CIVIL DEFENSE in the CSC website:

  
**RONNIEL JAYSON S. MAGO**  
 HRMO V/CHIEF, HRMDD  
 Date: **APR 14 2021**

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Electronics & Communications Equipment Technician III	OCDB-ECET3-1-1998	11	23,877.00	Completion of two (2) years studies in College or High School Graduate with relevant Vocational/Trade Course	Eight (8) hours of relevant training	Two (2) years of relevant experience	CS Professional / Electronics & Communications Equipment Technician - CSC MC 10,s. 2013 Cat.II / RA 1080		Logistics, Interoperability and Force Management Division - Operations Service (LIFMD - OS)
2	Electronics & Communications Equipment Technician II	OCDB-ECET2-1-1998	8	18,251.00	Completion of two (2) years studies in College or High School Graduate with relevant Vocational/Trade Course	Four (4) hours of relevant training	One (1) year of relevant experience	CS Professional / Electronics & Communications Equipment Technician - CSC MC 10,s. 2013 Cat.II / RA 1080		Information and Communications Technology Division - Operations Service (ICTD - OS)
3	Communications Equipment Operator II	OCDB-CEO2-2-1998	6	16,200.00	Completion of two (2) years studies in College or High School Graduate with relevant Vocational/Trade Course	None required	None required	Communications Equipment Operator - CSC MC 10,s. 2013 Cat.II		OCD NCR
4	Administrative Aide V (Illustrator II)	OCDB-ADA5-15-2005	5	15,275.00	Completion of two (2) years studies in College or High School Graduate with relevant Vocational/Trade Course	Four (4) hours of relevant training	One (1) year of relevant experience	Illustrator - CSC MC 10,s. 2013 Cat.II		OCD Region III
5	Communications Equipment Operator I	OCDB-CEO1-2-1998	4	14,400.00	Completion of two (2) years studies in College or High School Graduate with relevant Vocational/Trade Course	None required	None required	Communications Equipment Operator - CSC MC 10,s. 2013 Cat.II		OCD Region III
6	Communications Equipment Operator II	OCDB-CEO2-14-1998	6	16,200.00	Completion of two (2) years studies in College or High School Graduate with relevant Vocational/Trade Course	None required	None required	Communications Equipment Operator - CSC MC 10,s. 2013 Cat.II		OCD Region VII
7	Communications Equipment Operator II	OCDB-CEO2-18-1998	6	16,200.00	Completion of two (2) years studies in College or High School Graduate with relevant Vocational/Trade Course	None required	None required	Communications Equipment Operator - CSC MC 10,s. 2013 Cat.II		OCD Region X

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

**APR 24 2021**

Late applications shall not be entertained.

1. **UPDATED** and **FULLY ACCOMPLISHED Personal Data Sheet** and **Work Experience Sheet** 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 for **the last rating period** (for government employees);
3. Photocopy of certificate of eligibility/board rating/license;
4. Photocopy of Training Certificates;
5. Photocopy of Transcript of Records; and
6. Copy of Valid NBI Clearance

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

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

**RONNIEL JAYSON S. MAGO**

Chief, HRMDD

OCD Central Office, Camp General Emilio Aguinaldo,

[ocd.recruitment2020@gmail.com](mailto:ocd.recruitment2020@gmail.com)