

**FINANCIAL ANALYST I (PMO - Central Office)**  
under Contract of Service (COS)\*

EDUCATIONAL REQUIREMENT	JOB QUALIFICATIONS	REQUESTING UNIT	ESTIMATED SALARY	NO. OF YEARS IN SERVICE
Bachelor's degree relevant to the job	<p><b>General Function:</b> Financial Analyst I will support Financial Analyst II of the annual budgets, quarterly/monthly forecasts, financial models and analysis and PMO reporting with variance analysis.</p> <p><b>Duties and Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. Assists in the review and evaluation of proposed project financials and economics of projects implemented under the Development Plan;</li> <li>2. Assists in the evaluation of project financials for compliance with rules and regulations;</li> <li>3. Assists in the preparation of basic actuarial studies for consideration in the formulation, revisions, adjustment of the development plans;</li> <li>4. Assists in the review and analysis of financial results;</li> <li>5. Performs other related functions as may be assigned by the Department Manager.</li> </ol>	<p>The <b>Program Management Office (PMO)</b> will report directly to the Administrator, coordinate with the PCA Governing Board, the PCA Deputy Administrators, the PCA Regional Managers, the Trust Fund Committee, the Trust Fund Manager and the 15 partner agencies as identified in the said act. It will handle the over-all coordination of the programs approved for implementation under the Coconut Farmers and Industry Development Plan, coordinate the documentation and reporting of outcomes to the PCA Governing Board, manage the accountability requirements with the implementing agencies and generally ensure compliance with RA 11524.</p>	<p align="center">SG 11 PHP 20,754.00</p>	<p align="center">2 years of relevant experience</p>

INSTRUCTION ON HOW TO APPLY : Those interested may send their applications with Resume to **Human Resources Division at [hrd@pca.gov.ph](mailto:hrd@pca.gov.ph)**

DEADLINE OF APPLICATION: 25-Apr-22

*\*No employee-employer relationship*