

Republic of the Philippines  
**PHILIPPINE COCONUT AUTHORITY**  
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 PHILIPPINE COCONUT AUTHORITY in the CSC website:

HERNANI S. YAP

HRMO

Date:

May 26, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Division Chief III	107	24	83406	Master's degree or Certificate in Leadership & Management from CSC, or equivalent	40 hours of supervisory/management learning & development intervention	4 years of supervisory/management experience	Career Service (Professional)/Second Level Eligibility	CSC Competencies: 1. Building collaborative, inclusive working relationships; 2. Managing performance and coaching for results; 3. Leading change; 4. Thinking strategically and creatively; and 5. Creating and nurturing a high performing organization	Albay Research Center - Biotechnology Division

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 June 7, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
2. Performance rating in the last rating period (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

**CRISTETA A. CUETO**

Department Manager II, Albay Research Center

PCA-ARC, Banao Guinobatan, Albay

arc@pca.gov.ph

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