

Republic of the Philippines
BUREAU OF FIRE PROTECTION
Request for Publication of Vacant Positions

To: DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT (DILG)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the BUREAU OF FIRE PROTECTION in the DILG website:

Belinda B Ochave

F/SSUPT BELINDA B OCHAVE

HRMO

Date:

16 SEP 2020


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	Engineer III	BFPB-ENG3-7-1998	19	46,791	Bachelor's Degree relevant to the Job	8 hrs relevant training	2 yrs relevant experience	RA 1080		Metro District CEBU, R7
2	Administrative Officer V (Budget officer V)	BFPB-ADOF5-7-2005	18	42,159	Bachelor's Degree relevant to the Job	8 hrs relevant training	2 yrs relevant experience	Career Service (Professional) 2nd Level Eligibility		Human Resource Management Division (BFP-NHQ)
3	Special Investigator III	BFPB-SPI3-11-2013	18	42,159	Bachelor's Degree relevant to the Job	8 hrs relevant training	2 yrs relevant experience	Career Service (Professional) 2nd Level Eligibility		Directorate for Intelligence and Investigation or Fire Investigation Services
4	Accountant I	BFPB-A1-3-1998	12	24,495	Bachelor's of Science in Accountancy	None required	None required	RA 1080		Financial and Management Division, Directorate for Comptrollership (BFP-NHQ)
5	Engineer I	BFPB-ENG1-25-1998	12	24,495	Bachelor's Degree relevant to the Job	None required	None required	RA 1080		Davao City, ORD
6	Administrative Assistant II (Accounting Clerk III)	BFPB-ADAS2-16-2005	8	17,505	Completion of two years in College	Four (4) hours relevant training	One (1) year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		Directorate for Comptrollership (BFP-NHQ)
7	Administrative Assistant II (Bookkeeper 1)	BFPB-ADAS2-16-2005	8	17,505	Completion of two years in College	Four (4) hours relevant training	One (1) year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		Directorate for Comptrollership (BFP-NHQ)
8	Electrical Inspector II	BFPB-EI2-10-1998	8	17,505	High School Graduate or Completion of relevant vocational/ trade course	Four (4) hours relevant training	One (1) year relevant experience	Electrician Building Wiring (-250 volts) (MC 11, s. 1996-Cat I)		FIRE DISTRICT II
9	Administrative Aide VI-6 (Clerk III)	BFPB-ADA6-27-2005	6	15,524	Completion of two years in College	Four (4) hours relevant training	One (1) year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		Surigao City FS, CARAGA
10	Administrative Aide VI-6 (Clerk III)	BFPB-ADA6-28-2005	6	15,524	Completion of two years in College	Four (4) hours relevant training	One (1) year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		BFP-NHQ
11	Administrative Aide VI-6 (Clerk III)	BFPB-ADA6-5-2013	6	15,524	Completion of two years in College	Four (4) hours relevant training	One (1) year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		BFP-NHQ

12	Administrative Aide VI (Communications Equipment Operator II)	BFPB-ADA6-57-2005	6	15, 524	Completion of two years in College or High School Graduate or Completion of relevant vocational/ trade course	Four (4) hours relevant training	One (1) year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		BFP-NHQ
13	Administrative Aide VI (Communications Equipment Operator II)	BFPB-ADA6-3-2013	6	15, 524	Completion of two years in College or High School Graduate or Completion of relevant vocational/ trade course	Four (4) hours relevant training	One (1) year relevant experience	Career Service (Sub-Professional) 1st Level Eligibility		BFP-NHQ
14	Administrative Aide VI (Electronics Equipment Operator I)	BFPB-ADA6-22-2005	6	15, 524	High School Graduate or Completion of relevant vocational/ trade course	Four (4) hours relevant training	One (1) year relevant experience	Electrician Building Wiring (-250 volts) (MC 11, s. 1996-Cat I)		SAO, NHQ
15	Electrical Inspector I	BFPB-EI1-35-1998	6	15, 524	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	Electrician Building Wiring (-250 volts) (MC 11, s. 1996-Cat I)		Madrid FS Surigao del Sur, CARAGA
16	Electrical Inspector I	BFPB-EI1-1-1998	6	15, 524	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	Electrician Building Wiring (-250 volts) (MC 11, s. 1996-Cat I)		Metro District, CEBU, R7
17	Electrician I	BFPB-ELEC1-5-1998	4	13, 807	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	Electrician Building Wiring (-250 volts) (MC 11, s. 1996-Cat I)		GSS, BFP-NHQ
18	Electrician I	BFPB-ELEC1-7-1998	4	13, 807	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	Electrician Building Wiring (-250 volts) (MC 11, s. 1996-Cat I)		GSS, BFP-NHQ

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 **09 October 2020**.

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;
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:

SSUPT BELINDA B OCHAVE 
 Director for Human Resource Development
 Agham Road, Brgy. Bagong Pag-asa, Quezon City
rsshfphq10@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.