

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 positions, which are authorized to be filled, at the Bureau of Fire Protection in the DILG website:

CSUPT LOUIE S PURACAN, CEO VI  
HRMO

Date: 22-Jun-21

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	Accountant I	BFPB-A1-3-1998	12	26,052	Bachelor's Degree in Commerce/ Business Administration Major in Accounting	None required	None required	RA 1080		Financial and Management Division, NHQ
2	Accountant II	BFPB-A2-1-1998	16	36,628	Bachelor's Degree in Commerce/ Business Administration Major in Accounting	Four (4) hours relevant training	One (1) year of relevant experience	RA 1080		Office of the Regional Director, Region 7
3	Administrative Aide VI (Clerk III)	BFPB-ADA6-3-2013	6	16,200	Completion of two (2) years studies in college	None required	None required	Career Service (Sub- Professional) First Level Eligibility		Directorate for Personnel
4	Administrative Aide VI (Clerk III)	BFPB-ADA6-45-2005	6	16,200	Completion of two (2) years studies in college	None required	None required	Career Service (Sub- Professional) First Level Eligibility		Fire District I, NCR
5	Administrative Aide VI (Clerk III)	BFPB-ADA6-5-2013	6	16,200	Completion of two (2) years studies in college	None required	None required	Career Service (Sub- Professional) First Level Eligibility		BFP-NHQ
6	Administrative Aide VI (Communications Equipment Operator II)	BFPB-ADA6-57-2005	6	16,200	Completion of two (2) years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Communications Equipment Operator (MC No. 10, s. 2013-Cat. II)		Quezon City Fire District, NCR
7	Administrative Assistant II (Bookkeeper)	BFPB-ADAS2-24-2005	8	18,251	Completion of two (2) years studies in College	Four (4) hours relevant training	One (1) year of relevant experience	Career Service (Sub- Professional) First Level Eligibility		Directorate for Personnel

8	Administrative Officer IV (Management And Audit Analyst II)	BFPB-ADOF4-9-2005	15	33,575	Bachelor's Degree relevant to the Job	Four (4) hours relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		Financial and Management Division, NHQ
9	Chief Administrative Officer (Financial and Management Officer II)	BFPB-CADOF-5-2005	24	86,742	Master's Degree or Certificate in Leadership and Management from the CSC	Forty (40) hours of supervisory/ management training/learning and development intervention	Four (4) years of supervisory/ management experience	Career Service (Professional)/ Second Level Eligibility		Financial and Management Division, NHQ
10	Electrical Inspector I	BFPB-EI1-10-1998	6	16,200	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)		Quezon City Fire District, NCR
11	Engineer I	BFPB-ENG1-13-1998	12	26,052	Bachelor's Degree in Engineering relevant to the Job	None required	None required	RA 1080		Fire Safety and Enforcement Group, NHQ
12	Engineer I	BFPB-ENG1-16-1998	12	26,052	Bachelor's Degree in Engineering relevant to the Job	None required	None required	RA 1080		Engineering Service, NHQ
13	Engineer III	BFPB-ENG3-9-1998	19	48,313	Bachelor's Degree in Engineering relevant to the Job	Eight (8) hours of relevant training	Two (2) years relevant experience	RA 1080		Davao City Fire District
14	Planning Officer IV	BFPB-PLO4-11-2013	22	68,415	Bachelor's Degree relevant to the Job	Sixteen (16) hours of relevant training	Three (3) years relevant experience	Career Service (Professional) Second Level Eligibility		Planning and Programming Division, NHQ
15	Electrician Foreman	BFPB-EF-1-1998	9	19,593	High School Graduate or Completion of relevant vocational/ trade course	4 hours relevant training	1 year of relevant experience	Electrician (Building Wiring) (-250 volts) (MC 11, s. 1996 Cat I)		Davao City Fire District

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 July 02, 2021

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 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:

**CSUPT LOUIE S PURACAN, CEO VI**

Director for Personnel

BFP-NHQ Agham Rd., Brgy Bagong Pag-asa, Quezon City

[rssbfpnhq10@yahoo.com.ph](mailto:rssbfpnhq10@yahoo.com.ph)

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