

Republic of the Philippines  
**NATIONAL PRIVACY COMMISSION**  
Request for Publication of Vacant Positions

07 AUG 2023

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the NATIONAL PRIVACY COMMISSION in the CSC website:

**ROSALY B. SANTOS**  
Chief Administrative Officer

Date: AUG 07 2023

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	INFORMATION TECHNOLOGY OFFICER I	NPC-DICTB-ITO1-6-2016	19	51,357	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	-	NATIONAL PRIVACY COMMISSION
2	PLANNING OFFICER III	NPC-DICTB-PLO3-18-2016	18	46,725	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	-	NATIONAL PRIVACY COMMISSION
3	ADMINISTRATIVE OFFICER V	NPC-DICTB-ADOF5-17-2016	18	46,725	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility	-	NATIONAL PRIVACY COMMISSION
4	INFORMATION OFFICER II	NPC-DICTB-INFO2-19-2016	15	36,619	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	-	NATIONAL PRIVACY COMMISSION

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 **AUG 22 2023**

1. Fully accomplished **Notarized Personal Data Sheet (PDS)** with recent passport-sized picture (CS Form No. 212, Revised 2017) and **Work Experience Sheet** 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.
5. Photocopy of certificates of trainings attended for the last 5 years

**Publication Request # 16**

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

**ATTY. IVIN RONALD D.M. ALZONA**

Executive Director IV

5th Floor Delegation Building, Philippine International  
Convention Center (PICC) Complex, Roxas Boulevard,  
Manila 1307

[jobs@privacy.gov.ph](mailto:jobs@privacy.gov.ph)

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