

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

Electronic copy to be submitted to the Commission  
must be in MS Excel format

Date of Publication  
**CLADYS GRACE B. RIVERA**  
Human Resource Specialist  
**11 APR 2025**

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: **CSC – FO Office of the President**

**ROSALY B. SANTOS**  
Chief, HRDD

Date: **11 APR 2025**

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	ATTORNEY III	NPC-DICTB-ATY3-15-2016	21	70,013	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080 (BAR)	-	COMPLIANCE AND MONITORING DIVISION
2	ATTORNEY III	NPC-DICTB-ATY3-97-2020	21	70,013	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080 (BAR)	-	COMPLIANCE AND MONITORING DIVISION
5	LEGAL ASSISTANT II	NPC-DICTB-LEA2-5-2016	12	32,245	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service Professional/ Second Level Eligibility	-	LEGAL 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 **25 APR 2025**

1. Fully accomplished and updated **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

**Publication Request # 04**

**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.**