

PHILIPPINE SPORTS COMMISSION
BULLETIN OF VACANT PERMANENT POSITIONS
DATE OF RE-PUBLICATION : January 26, 2022

POSITION TITLE : **CHIEF ACCOUNTANT**
PLACE OF ASSIGNMENT : Accounting Division
ITEM NO. : PSCOMB-CACT-1-1998
SALARY GRADE : 24 (Php 86,742.00)
MINIMUM QUALIFICATION STANDARDS
EDUCATION : Master's Degree or Certificate in Leadership and Management from the CSC
EXPERIENCE : Four (4) years of supervisory/management experience
TRAINING : Forty(40) hours of supervisory/management learning and development intervention undertaken within the last five (5) years
ELIGIBILITY : RA 1080 (CPA)

POSITION TITLE : **NURSE (NURSE I)**
PLACE OF ASSIGNMENT : Medical Scientific and Athletic Services
ITEM NO. : PSCOMB-NURS1-1
SALARY GRADE : 11 (Php 23,877.00)
MINIMUM QUALIFICATION STANDARDS
EDUCATION : Bachelor of Science in Nursing
EXPERIENCE : None
TRAINING : None
ELIGIBILITY : RA 1080

POSITION TITLE : **ADMINISTRATIVE ASSISTANT III (STOREKEEPER III)**
PLACE OF ASSIGNMENT : Management Service Division (Property Office)
ITEM NO. : PSCOMB-ADAS3-8-2004
SALARY GRADE : 9 (Php 19,593.00)
MINIMUM QUALIFICATION STANDARDS
EDUCATION : Completion of Two Years Studies in College
EXPERIENCE : One (1) year of relevant experience
TRAINING : Four (4) hours of relevant training
ELIGIBILITY : First Level Eligibility / Career Service (Subprofessional)

POSITION TITLE : **ADMINISTRATIVE ASSISTANT II**
PLACE OF ASSIGNMENT : Bureau on Coordinating Secretariat and Support Services
ITEM NO. : PSCOMB-ADAS2-19-2004
SALARY GRADE : 8 (Php 18,251.00)
MINIMUM QUALIFICATION STANDARDS
EDUCATION : Completion of Two Years Studies in College
EXPERIENCE : One (1) year of relevant experience
TRAINING : Four (4) hours of relevant training
ELIGIBILITY : First Level Eligibility / Career Service (Subprofessional)

POSITION TITLE : **ADMINISTRATIVE AIDE VI (ACCOUNTING CLERK II)**
PLACE OF ASSIGNMENT : Accounting Division
ITEM NO. : PSCOMB-ADA6-17-2004
SALARY GRADE : 6 (Php 16,200.00)
MINIMUM QUALIFICATION STANDARDS
EDUCATION : Completion of Two Years Studies in College
EXPERIENCE : None
TRAINING : None
ELIGIBILITY : First Level Eligibility / Career Service (Subprofessional)

Interested and qualified applicants must submit personally or thru e-mail the following documents **not later than February 15, 2022.**

1. Application letter indicating the position you're applying for. Kindly address your application letter to:

HON. WILLIAM I. RAMIREZ
Chairman
Philippine Sports Commission
Rizal Memorial Sports Complex
Pablo Ocampo Sr. Street,
Malate, Manila

2. Duly accomplished Personal Data Sheet [CSC Form No. 212 (revised 2005)]
3. Authenticated copy of Civil Service eligibility
4. Must be able to present the original and submit the photocopy of the following:
 - a. Transcript of Records
 - b. Diploma
 - c. Service record (if previously employed in the government)
 - d. Certificate of employment from previous employer/s (if previously employed)
 - e. Certificate of trainings/seminars attended (if any)
 - f. NBI/Police Clearance

Applicants may e-mail all their application together with the scanned copy of the required documents to **hr@psc.gov.ph**