



November 21, 2022

NOTICE OF VACANCY

All interested applicants who **meet the qualification requirements** of the vacant position/s are enjoined to submit the following documents (in PDF file format) to the Human Resource Management Division (HRMD) of the National Electrification Administration (NEA), not later than the **close of office hours on December 01, 2022.**

1. Application letter; **(please indicate position title, item number, and department/office)**
2. Updated Personal data sheet (CS Form No. 212 revised 2017) and Work Experience Sheet (CS Form No. 212 Attachment)
 - All items should be answered properly and completely, in accordance with CSC MC No. 16 s. 2017 (<https://bit.ly/CSCMC16s2017>)
 - With recent passport-sized ID picture and signature on each page;
3. Certification of duties and responsibilities relevant to the position applied for, if applicable;
4. Copy of IPCR (latest rating period prior to the application, for those employed in government);
5. Potential assessment rating form (HRMPSB Form No. 2-A or HRMPSB Form No. 2-B, whichever is applicable) signed by immediate supervisor (for employed applicants only);
6. Copy of authenticated eligibility or updated PRC ID (whichever is applicable); and
7. Transcript of Records (non-NEA applicants)

All documents should be based on the forms provided by the HRMD. Forms may be downloaded in the NEA website. (https://bit.ly/App_forms)

Applicants may also send their applications thru our e-mail address recruitment@nea.gov.ph. Previous applicants to republished position/s need to submit their application letter, updated Personal Data Sheet with Work Experience Sheet and copy of latest IPCR if applicable.

NOTE: ONLY APPLICATIONS RECEIVED UNTIL THE DEADLINE WITH COMPLETE AND CLEAR JOB APPLICATION REQUIREMENTS WILL BE ACCEPTED. THE ACCOMPLISHMENT OF ALL FORMS SUCH AS THE PERSONAL DATA SHEET AND WORK EXPERIENCE SHEET SHOULD BE IN ACCORDANCE WITH THE REQUIRED FORMAT.

Position Title	COMPUTER SERVICES PROGRAMMER A
Place of Assignment	Information Technology and Communication Services Department - Information Technology & Systems Development Division (ITCSD-ITSDD)
Item No.	189
Monthly Salary/Job Grade	Php36,619.00/JG 10
Qualification Standards	Education : Bachelor's degree relevant to the job Experience* : 1 year of relevant experience Training : 4 hours of relevant training Eligibility : CS Professional/Second Level Eligibility Preference : Proficient in: Python, JAVA, C#, Kotlin and Asp.Net (at least 2); OOP & MVC, SQL & Stored Procedures, REACT, Angular or VUE.JS; Version Control Software, API, Test & Debug
Duties and Responsibilities	<ul style="list-style-type: none"> • Develop, document, and maintain the agency's in-house development applications programs; • Translate system specifications with workable computer programs using programming language; • Modify/maintain in-house developed programs, fine-tune system in accordance with design; • Assist the MIS design specialist in the analysis and system design / documentation for NEA, provide administration and back-up and restore assistance to NEA developed corporate applications; • Provide assistance in the development of the agency audio visual presentation, powerpoint and system documentation; • Assist in the technical evaluation of software or application, services reacted acquisition; and • Perform other duties that may be assigned from time to time.

*Experience refers to the previous jobs in either the government or private sector, whether full-time or part-time, which, as certified by the Human Resource Management Officer or authorized officials of the previous employer, are functionally related to the duties in the PDF of the position to be filled. (2017 ORAOHRA revised 2018, Part III, Sec. 56)


ATTY. MAY FLOR C. ABUEDO
 Officer-in-Charge
 Human Resources Management Division

Note: The NEA adheres to the existing general policy of no discrimination based on gender identity, sexual orientation, disabilities, religion, and/or indigenous group membership in the implementation of its recruitment, selection and placement.

Next-In-Rank employees should signify their interest by applying in writing otherwise they waive their rights to the vacant position/s.