



April 11, 2017

## NOTICE OF VACANCY

### ELECTRIC COOPERATIVE MANAGEMENT SERVICES

#### PROMOTION

1. REGION: NCR; AGENCY: National Electrification Administration; PLACE OF ASSIGNMENT: Management and Consultancy Services Office (MCSO); POSITION/TITLE: **DEPARTMENT MANAGER A**; SG 26; ITEM No.: 100; P78,960.00/mo.

#### QUALIFICATION STANDARDS:

- Education : Master's Degree or Certificate in Leadership and Management from the CSC
- Experience : 5 years of supervisory/management experience
- Training : 120 hours of supervisory/management learning and development intervention undertaken within the **last 5 years**
- Eligibility : CS Professional/Second Level Eligibility

All qualified applicants are enjoined to submit application letter, personal data sheet (CS Form No. 212 revised 2017), competence assessment rating signed by the supervisor, copies of Certificate of Trainings (Supervisory and Leadership taken from 2012 to present) and copy of the OPCR/IPCR (July to December 2016) to the HRMD not later than April 27, 2017. Applicants may also send their applications thru our e-mail address [hrmd@nea.gov.ph](mailto:hrmd@nea.gov.ph). **Only application with complete attachments will be accepted.**

**ANASTACIA B. SUASI**  
Acting Division Manager  
Human Resources Management