



June 28, 2021

NOTICE OF VACANCY

All qualified applicants are enjoined to submit the following documents to the Human Resource Management Division (HRMD) of the National Electrification Administration (NEA), not later than the end of office hours **July 08, 2021**:

1. Application letter; (**please indicate position title, Item number and department/office**)
2. Personal data sheet with recent passport-sized picture (CS Form No. 212 revised 2017);
3. Work Experience Sheet (CS Form No. 212 Attachment);
4. Copy of IPCR (latest rating period, for those employed in government);
5. Potential assessment rating signed by immediate supervisor (for employed applicants, form available at the HRMD);
6. Copy of authenticated eligibility and/or updated PRC ID; and
7. Transcript of Records (non-NEA applicants)

ONLY APPLICATIONS WITH COMPLETE ATTACHMENTS WILL BE ACCEPTED.

Applicants may also send their applications thru our e-mail address nehrad2020@gmail.com. Previous applicants to republished position/s need to submit their updated Personal Data Sheet and application letter.

Position Title	PRINCIPAL ENGINEER A
Place of Assignment	Engineering Department (Total Electrification and Renewable Energy Development Department)
Item No.	315
Monthly Salary/ Salary Grade	Php65,319.00/SG 22
Qualification Standards	<p>Education : Bachelor's degree in Engineering relevant to the job</p> <p>Experience* : 4 years of relevant experience</p> <p>Training : 24 hours of relevant training</p> <p>Eligibility : RA1080</p> <p>Preference : Preferably registered Electrical Engineer</p>
Duties and Responsibilities	<ul style="list-style-type: none"> • Supervise all activities associated with the conduct of technical evaluation and recommendation of projects such as expansion and/or rehabilitation of power lines, HQ facilities, submarine cable, sitio electrification, barangay electrification and renewable energy projects of the electric cooperatives; • Provide assistance to ECs and other stakeholders in the preparation and/or evaluation of studies to see if projects are technically feasible, financially viable and institutionally sound for bankability and recommends choices of financing schemes; <p style="text-align: right;"><i>Continue on the next page</i></p>

*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)

Duties and Responsibilities	<ul style="list-style-type: none"> • Supervise/conduct actual inspection of EC's on-going electrification projects, to include final inspection and acceptance of completed subsidy funded projects; • Supervise/direct assessment of progress of work and projects compliance with the approved plans and specifications; • Prepare technical reports and evaluation on the status of EC's project development; and • Perform other duties that may be assigned from time to time.
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ANASTACIA B. SUASI

Division Manager

Human Resources Management

Note: These positions are open to all qualified applicants regardless of gender, civil status, disability, ethnicity and/or religion.

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