

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Department of Energy in the CSC website:

  
**MA. CECILIA P. BALDOS**  
Chief Administrative Officer  
Human Resource Management Division

Date: August 15, 2022

Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (PhP)	Qualification Standards				Place of Assignment (All in Manila Office, except otherwise specified)
				Education	Training	Experience	Eligibility	
Supervising Administrative Officer (Human Resource Management Officer IV)	OSEC-DOEB-SADOF-9-2006	22	69,963.00	Bachelor's degree relevant to the job (Such as Psychology, Human Resource Management or other related courses in Training, Organization Development and Communication)	16 hours of relevant training	3 years of relevant experience	CS Professional / Second level eligibility	HUMAN RESOURCE MANAGEMENT DIVISION (HRMD)
Senior Science Research Specialist	OSEC-DOEB-SRSRS-24-2002	19	49,835.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional / Second level eligibility	ENERGY COOPERATION AND COORDINATION DIVISION (ECCD)
Engineer III	OSEC-DOEB-ENG3-22-2002	19	49,835.00	Bachelor's degree in Engineering relevant to the job (Such as Electronics and Communication, Electrical and Mechanical Engineering)	8 hours of relevant training	2 years of relevant experience	RA 1080	GENERAL SERVICES DIVISION (GSD)
Administrative Officer V (Human Resource Management Officer III)	OSEC-DOEB-ADOF5-16-2006	18	45,203.00	Bachelor's degree relevant to the job (Such as Psychology, Human Resource Management or other related courses in Training, Organization Development and Communication)	8 hours of relevant training	2 years of relevant experience	CS Professional / Second level eligibility	HUMAN RESOURCE MANAGEMENT DIVISION (HRMD)
Computer Maintenance Technologist III	OSEC-DOEB-CTMT3-6-2002	17	41,508.00	Bachelor's degree relevant to the job (Such as Computer Science, Information Technology, Computer Engineering, ECE, and other related courses)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	INFORMATION SERVICES DIVISION (ISD)

Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (Php)	Qualification Standards				Place of Assignment (All in Manila Office, except otherwise specified)
Science Research Specialist II	OSEC-DOEB-SRAS2-69-2002	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	COAL AND NUCLEAR MINERALS RESOURCES DEVELOPMENT
Science Research Specialist II	OSEC-DOEB-SRAS2-121-2002	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	CONSUMER WELFARE AND PROMOTION STAFF (CWPS)
Science Research Specialist II	OSEC-DOEB-SRAS2-24-2002	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY COOPERATION AND COORDINATION DIVISION (ECCD)
Science Research Specialist II	OSEC-DOEB-SRAS2-10-2020	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND ENERGY
Science Research Specialist II	OSEC-DOEB-SRAS2-11-2020	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND ENERGY
Science Research Specialist II	OSEC-DOEB-SRAS2-12-2020	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND ENERGY
Science Research Specialist II	OSEC-DOEB-SRAS2-77-2002	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND ENERGY
Science Research Specialist II	OSEC-DOEB-SRAS2-4-2020	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PROGRAM MANAGEMENT AND ENERGY
Science Research Specialist II	OSEC-DOEB-SRAS2-76-2002	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PROGRAM MANAGEMENT AND TECHNOLOGY PROMOTION ENERGY
Science Research Specialist II	OSEC-DOEB-SRAS2-11-2021	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT

Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (PhP)	Qualification Standards				Place of Assignment (All in Manila Office, except otherwise specified)
Science Research Specialist II	OSEC-DOEB-SRAS2-13-2020	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT
Science Research Specialist II	OSEC-DOEB-SRAS2-14-2020	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT
Science Research Specialist II	OSEC-DOEB-SRAS2-72-2002	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT
Science Research Specialist II	OSEC-DOEB-SRAS2-5-2021	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-LUZON FIELD OFFICE (EIMD-LFO)
Science Research Specialist II	OSEC-DOEB-SRAS2-7-2021	16	38,150.00	Bachelor's degree relevant to the job (Such as Electrical and Mechanical Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-MINDANAO FIELD OFFICE (EIMD-MFO)
Science Research Specialist II	OSEC-DOEB-SRAS2-106-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as Engineering courses, Chemistry and Information Technology)	4 hours of relevant training	1 year of relevant experience (Waived pursuant to CSC Res. No. 07-2245)	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-MINDANAO FIELD OFFICE (EIMD-MFO)
Science Research Specialist II	OSEC-DOEB-SRAS2-96-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as Mechanical or Chemical Engineering)	4 hours of relevant training	1 year of relevant experience (Waived pursuant to CSC Res. No. 07-2245)	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-VISAYAS FIELD OFFICE (EIMD-VFO)
Science Research Specialist II	OSEC-DOEB-SRAS2-100-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as Mechanical or Electrical Engineering)	4 hours of relevant training	1 year of relevant experience (Waived pursuant to CSC Res. No. 07-2245)	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-VISAYAS FIELD OFFICE (EIMD-VFO)
Science Research Specialist II	OSEC-DOEB-SRAS2-9-2021	16	38,150.00	Bachelor's degree relevant to the job (Such as Mechanical or Chemical Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-VISAYAS FIELD OFFICE (EIMD-VFO)

Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (PhP)	Qualification Standards				Place of Assignment (All in Manila Office, except otherwise specified)
Science Research Specialist II	OSEC-DOEB-SRAS2-8-2021	16	38,150.00	Bachelor's degree relevant to the job (Such as BS Geology and Mining Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION
Science Research Specialist II	OSEC-DOEB-SRAS2-104-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as BS Geology and Mining Engineering)	4 hours of relevant training	1 year of relevant experience (Waived pursuant to CSC Res. No. 07-2245)	CS Professional / Second level eligibility	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION-MINDANAO FIELD OFFICE (ERDUD-MINDANAO)
Science Research Specialist II	OSEC-DOEB-SRAS2-10-2021	16	38,150.00	Bachelor's degree relevant to the job (Such as Mining Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION-VISAYAS
Science Research Specialist II	OSEC-DOEB-SRAS2-114-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as Computer, Mechanical or Electrical Engineering)	4 hours of relevant training	1 year of relevant experience (Waived pursuant to CSC Res. No. 07-2245)	CS Professional / Second level eligibility	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION-VISAYAS FIELD OFFICE (ERDUD-VFO)
Science Research Specialist II	OSEC-DOEB-SRAS2-7-2002	16	38,150.00	Bachelor's degree relevant to the job (such as BS Geodetic Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	INFORMATION SERVICES DIVISION (ISD)
Science Research Specialist II	OSEC-DOEB-SRAS2-126-2002	16	38,150.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	NATURAL GAS MANAGEMENT DIVISION (NGMD)
Science Research Specialist II	OSEC-DOEB-SRAS2-32-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as Engineering, Chemistry and other related Science courses)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	OIL INDUSTRY STANDARDS AND MONITORING DIVISION (OISMD)
Science Research Specialist II	OSEC-DOEB-SRAS2-11-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as Economics, Statistics, Applied Mathematics, Social Sciences and other related courses)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	PLANNING DIVISION (PD)
Science Research Specialist II	OSEC-DOEB-SRAS2-4-2021	16	38,150.00	Bachelor's degree relevant to the job (Such as BS Electrical Engineering, BS Environmental Sciences, Economics and other related courses)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POLICY FORMULATION AND RESEARCH DIVISION (PFRD)

Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (PhP)	Qualification Standards				Place of Assignment (All in Manila Office, except otherwise specified)
Science Research Specialist II	OSEC-DOEB-SRAS2-16-2015	16	38,150.00	Bachelor's degree relevant to the job (Such as Electrical, Mechanical Engineering, Mathematics, Statistics, Economics and other related courses)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POWER MARKET DEVELOPMENT DIVISION (PMDD)
Science Research Specialist II	OSEC-DOEB-SRAS2-46-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as Engineering courses, Mathematics, Statistics, and Computer Science)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POWER MARKET DEVELOPMENT DIVISION (PMDD)
Science Research Specialist II	OSEC-DOEB-SRAS2-19-2015	16	38,150.00	Bachelor's degree relevant to the job (Such as Electrical, Mechanical Engineering, Finance, Statistics, Economics and other related courses)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POWER MARKET DEVELOPMENT DIVISION (PMDD)
Science Research Specialist II	OSEC-DOEB-SRAS2-22-2015	16	38,150.00	Bachelor's degree relevant to the job (Preferably BS Economics, Statistics, Mechanical and Electrical Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POWER PLANNING AND DEVELOPMENT DIVISION (PPDD)
Science Research Specialist II	OSEC-DOEB-SRAS2-21-2015	16	38,150.00	Bachelor's degree relevant to the job (Preferably BS Economics, Statistics, Mechanical and Electrical Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POWER PLANNING AND DEVELOPMENT DIVISION (PPDD)
Science Research Specialist II	OSEC-DOEB-SRAS2-23-2015	16	38,150.00	Bachelor's degree relevant to the job (Such as BA Economics Development Studies, Public Administration, Legal Management, BS Statistics, Electrical, Mechanical or Management Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POWER PLANNING AND DEVELOPMENT DIVISION (PPDD)
Science Research Specialist II	OSEC-DOEB-SRAS2-43-2002	16	38,150.00	Bachelor's degree relevant to the job (Preferably BS Economics, Statistics, Mechanical and Electrical Engineering)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	POWER PLANNING AND DEVELOPMENT DIVISION (PPDD)
Science Research Specialist II	OSEC-DOEB-SRAS2-38-2002	16	38,150.00	Bachelor's degree relevant to the job (such as BS Chemistry)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION (RMMSCD)

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Science Research Specialist II	OSEC-DOEB-SRAS2-52-2002	16	38,150.00	Bachelor's degree relevant to the job (Such as BS Economics or Statistics)	4 hours of relevant training	1 year of relevant experience (Waived pursuant to CSC Res. No. 07-2245)	CS Professional / Second level eligibility	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION (REAMD)
Administrative Officer IV (Human Resource Management Officer II)	OSEC-DOEB-ADOF4-18-2006	15	35,097.00	Bachelor's degree relevant to the job (Such as Psychology, BSBA, and IT)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	HUMAN RESOURCE MANAGEMENT DIVISION (HRMD)
Internal Auditor II	OSEC-DOEB-IAUD2-27-2006	15	35,097.00	Bachelor's degree relevant to the job (Such as Bachelor of Laws, Accountancy, Public Administration, Criminology, Information Technology/Computer Science and other related courses)	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	INTERNAL AUDIT DIVISION (IAD)
Administrative Officer IV (Administrative Officer II)	OSEC-DOEB-ADOF4-28-2006	15	35,097.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second level eligibility	VISAYAS FIELD OFFICE-OFFICE OF THE DIRECTOR (VFO-OD)
Executive Assistant I	OSEC-DOEB-EXA1-5-2002	14	32,321.00	Bachelor's degree	4 hours of training	1 year of experience	CS Professional / Second level eligibility	LEGAL SERVICES-OFFICE OF THE DIRECTOR (LS-OD)
Science Research Specialist I	OSEC-DOEB-SRAS1-14-2010	13	29,798.00	Bachelor's degree relevant to the job (Such as Mechanical Engineering)	None required	None required	CS Professional / Second level eligibility	BIOMASS ENERGY MANAGEMENT DIVISION (BEMD)
Technical Audit Specialist I	OSEC-DOEB-TASP1-1-2016	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION (CERCD)
Technical Audit Specialist I	OSEC-DOEB-TASP1-21-2016	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION (CERCD)
Science Research Specialist I	OSEC-DOEB-SRAS1-13-2020	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND

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Science Research Specialist I	OSEC-DOEB-SRAS1-14-2020	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND
Science Research Specialist I	OSEC-DOEB-SRAS1-15-2020	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND
Science Research Specialist I	OSEC-DOEB-SRAS1-8-2020	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PROGRAM MANAGEMENT AND
Science Research Specialist I	OSEC-DOEB-SRAS1-12-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as Chemical Engineering)	None required	None required	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT DIVISION (EPSMD)
Science Research Specialist I	OSEC-DOEB-SRAS1-13-2021	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT
Science Research Specialist I	OSEC-DOEB-SRAS1-6-2021	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-LUZON FIELD OFFICE (EIMD-LFO)
Science Research Specialist I	OSEC-DOEB-SRAS1-6-2015	13	29,798.00	Bachelor's degree relevant to the job (Such as Engineering courses, Chemistry and Information Technology)	None required	None required	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-MINDANAO FIELD OFFICE (EIMD-MFO)
Science Research Specialist I	OSEC-DOEB-SRAS1-8-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as Electrical and Mechanical Engineering)	None required	None required	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-MINDANAO FIELD OFFICE (EIMD-MFO)
Science Research Specialist I	OSEC-DOEB-SRAS1-10-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as Mechanical or Chemical Engineering)	None required	None required	CS Professional / Second level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-VISAYAS FIELD OFFICE (EIMD-VFO)
Science Research Specialist I	OSEC-DOEB-SRAS1-9-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as Mechanical Engineering, Economics and other related courses)	None required	None required	CS Professional / Second level eligibility	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION-

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Science Research Specialist I	OSEC-DOEB-SRAS1-11-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as Economics, Computer Engineering, Information Technology)	None required	None required	CS Professional / Second level eligibility	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION-VISAYAS
Science Research Specialist I	OSEC-DOEB-SRAS1-14-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as Industrial Engineering, Project Management and other Business and Communication courses)	None required	None required	CS Professional / Second level eligibility	INVESTMENT PROMOTION OFFICE (IPO)
Science Research Specialist I	OSEC-DOEB-SRAS1-15-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as Industrial Engineering, Project Management and other Business and Communication courses)	None required	None required	CS Professional / Second level eligibility	INVESTMENT PROMOTION OFFICE (IPO)
Science Research Specialist I	OSEC-DOEB-SRAS1-25-2002	13	29,798.00	Bachelor's degree relevant to the job (Such as BS Electrical, Electronics or Mechanical Engineering)	None required	None required	CS Professional / Second level eligibility	LIGHTING AND APPLIANCE TESTING DIVISION (LATD)
Science Research Specialist I	OSEC-DOEB-SRAS1-5-2021	13	29,798.00	Bachelor's degree relevant to the job (Such as BS Electrical Engineering, BS Environmental Sciences, Economics and other related courses)	None required	None required	CS Professional / Second level eligibility	POLICY FORMULATION AND RESEARCH DIVISION (PFRD)
Science Research Specialist I	OSEC-DOEB-SRAS1-16-2002	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	POLICY FORMULATION AND RESEARCH DIVISION (PFRD)
Technical Audit Specialist I	OSEC-DOEB-TASP1-6-2016	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	POWER COMPLIANCE DIVISION (PCD)
Science Research Specialist I	OSEC-DOEB-SRAS1-14-2015	13	29,798.00	Bachelor's degree relevant to the job (Such as Computer Science, Information Technology, Computer Engineering, Data Management and other related courses)	None required	None required	CS Professional / Second level eligibility	POWER MARKET DEVELOPMENT DIVISION (PMDD)
Science Research Specialist I	OSEC-DOEB-SRAS1-15-2015	13	29,798.00	Bachelor's degree relevant to the job (Such as Economics, Finance, Mathematics, Statistics other related courses)	None required	None required	CS Professional / Second level eligibility	POWER MARKET DEVELOPMENT DIVISION (PMDD)
Science Research Specialist I	OSEC-DOEB-SRAS1-18-2015	13	29,798.00	Bachelor's degree relevant to the job (Such as Computer Science, Information Technology, Computer Engineering, Data Management and other related courses)	None required	None required	CS Professional / Second level eligibility	POWER MARKET DEVELOPMENT DIVISION (PMDD)



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Science Research Specialist I	OSEC-DOEB-SRAS1-19-2015	13	29,798.00	Bachelor's degree relevant to the job (Such as Information Technology)	None required	None required	CS Professional / Second level eligibility	POWER PLANNING AND DEVELOPMENT DIVISION (PFDD)
Technical Audit Specialist I	OSEC-DOEB-TASP1-9-2016	13	29,798.00	Bachelor's degree relevant to the job (Such as BS Accountancy or any related business course)	None required	None required	CS Professional / Second level eligibility	RENEWABLE ENERGY RESOURCES COMPLIANCE DIVISION (RERCD)
Technical Audit Specialist I	OSEC-DOEB-TASP1-10-2016	13	29,798.00	Bachelor's degree relevant to the job (Such as BS Accountancy or any related business course)	None required	None required	CS Professional / Second level eligibility	RENEWABLE ENERGY RESOURCES COMPLIANCE DIVISION (RERCD)
Technical Audit Specialist I	OSEC-DOEB-TASP1-11-2016	13	29,798.00	Bachelor's degree relevant to the job (Such as BS Accountancy or any related business course)	None required	None required	CS Professional / Second level eligibility	RENEWABLE ENERGY RESOURCES COMPLIANCE DIVISION (RERCD)
Technical Audit Specialist I	OSEC-DOEB-TASP1-22-2016	13	29,798.00	Bachelor's degree relevant to the job (Such as BS Accountancy or any related business course)	None required	None required	CS Professional / Second level eligibility	RENEWABLE ENERGY RESOURCES COMPLIANCE DIVISION (RERCD)
Science Research Specialist I	OSEC-DOEB-SRAS1-24-2015	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION (RMMSCD)
Science Research Specialist I	OSEC-DOEB-SRAS1-20-2002	13	29,798.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION (REAMD)
Legal Assistant II	OSEC-DOEB-LEA2-6-2002	12	27,608.00	Bachelor's degree in Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of relevant training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	CS Professional / Second level eligibility	DOWNSTREAM CONVENTIONAL ENERGY LEGAL SERVICES DIVISION (DCELSD)
Administrative Officer II (Human Resource Management Officer I)	OSEC-DOEB-ADOF2-23-2006	11	25,439.00	Bachelor's degree relevant to the job Bachelor's degree relevant to the job (Such as Psychology)	None required	None required	CS Professional / Second level eligibility	HUMAN RESOURCE MANAGEMENT DIVISION (HRMD)
Internal Auditor I	OSEC-DOEB-IAUD1-22-2006	11	25,439.00	Bachelor's degree relevant to the job (Such as Bachelor of Laws, Accountancy, Public Administration, Criminology, Information Technology/Computer Science and other related courses)	None required	None required	CS Professional / Second level eligibility	INTERNAL AUDIT DIVISION (IAD)

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Science Research Analyst	OSEC-DOEB-SRAN-50-2002	11	25,439.00	Bachelor's degree relevant to the job (Such as BS Electrical, Electronics or Mechanical Engineering)	None required	None required	CS Professional / Second level eligibility	LIGHTING AND APPLIANCE TESTING DIVISION (LATD)
Administrative Officer II (Administrative Officer I)	OSEC-DOEB-ADOF2-31-2006	11	25,439.00	Bachelor's degree relevant to the job	None required	None required	CS Professional / Second level eligibility	MINDANAO FIELD OFFICE-OFFICE OF THE DIRECTOR (MFO-OD)
Administrative Assistant III (Senior Bookkeeper)	OSEC-DOEB-ADAS3-4-2006	9	20,402.00	Completion of 2 years college studies	4 hours of relevant training	1 year of relevant experience	CS Subprofessional / First level eligibility	ACCOUNTING DIVISION (AD)
Science Research Assistant	OSEC-DOEB-SRAS-5-2015	9	20,402.00	Completion of 2 years college studies	4 hours of relevant training	1 year of relevant experience	CS Subprofessional / First level eligibility	ENERGY INDUSTRY MANAGEMENT DIVISION-MINDANAO FIELD OFFICE (EIMD-MFO)
Administrative Assistant III (Computer Operator II)	OSEC-DOEB-ADAS3-9-2006	9	20,402.00	Completion of 2 years college studies (in any IT related course)	4 hours of relevant training	1 year of relevant experience	CS Subprofessional / First level eligibility	INFORMATION SERVICES DIVISION (ISD)
Administrative Assistant III (Senior Bookkeeper)	OSEC-DOEB-ADAS3-15-2006	9	20,402.00	Completion of 2 years college studies	4 hours of relevant training	1 year of relevant experience	CS Subprofessional / First level eligibility	VISAYAS FIELD OFFICE-OFFICE OF THE DIRECTOR (VFO-OD)
Administrative Aide VI (Clerk III)	OSEC-DOEB-ADA6-16-2006	6	16,877.00	Completion of 2 years college studies	None required	None required	CS Subprofessional / First level eligibility	ACCOUNTING DIVISION (AD)
Administrative Aide VI (Accounting Clerk II)	OSEC-DOEB-ADA6-18-2006	6	16,877.00	Completion of 2 years college studies	None required	None required	CS Subprofessional / First level eligibility	ACCOUNTING DIVISION (AD)
Administrative Aide VI (Clerk III)	OSEC-DOEB-ADA6-19-2006	6	16,877.00	Completion of 2 years college studies	None required	None required	CS Subprofessional / First level eligibility	ACCOUNTING DIVISION (AD)
Administrative Aide VI (Clerk III)	OSEC-DOEB-ADA6-25-2006	6	16,877.00	Completion of 2 years college studies	None required	None required	CS Subprofessional / First level eligibility	ENERGY COOPERATION AND COORDINATION DIVISION (ECCD)

Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (PhP)	Qualification Standards				Place of Assignment (All in Manila Office, except otherwise specified)
Administrative Aide VI (Clerk III)	OSEC-DOEB-ADA6-6-2006	6	16,877.00	Completion of 2 years college studies	None required	None required	CS Subprofessional / First level eligibility	INVESTMENT PROMOTION OFFICE (IPO)
Administrative Aide VI (Clerk III)	OSEC-DOEB-ADA6-1-2021	6	16,877.00	Completion of 2 years college studies	None required	None required	CS Subprofessional / First level eligibility	PLANNING DIVISION (PD)
Administrative Aide VI (Clerk III)	OSEC-DOEB-ADA6-2-2021	6	16,877.00	Completion of 2 years college studies	None required	None required	CS Subprofessional / First level eligibility	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION (RMMSCD)
Administrative Aide IV (Driver II)	OSEC-DOEB-ADA4-18-2006	4	14,993.00	High School Graduate or Completion of relevant vocational/trade courses	None required	None required	CSC MC No. 11, s. 1996 (Professional Driver's License)	ENERGY POLICY AND PLANNING BUREAU (EPPB)
Administrative Aide IV (Mechanic I)	OSEC-DOEB-ADA4-16-2006	4	14,993.00	High School Graduate or Completion of relevant vocational/trade courses	None required	None required	CSC MC No. 11, s. 1996 (Mechanic Eligibility)	GENERAL SERVICES DIVISION (GSD)
Administrative Aide IV (Mechanic I)	OSEC-DOEB-ADA4-17-2006	4	14,993.00	High School Graduate or Completion of relevant vocational/trade courses	None required	None required	CSC MC No. 11, s. 1996 (Mechanic Eligibility)	GENERAL SERVICES DIVISION (GSD)
Administrative Aide III (Driver I)	OSEC-DOEB-ADA3-16-2006	3	14,125.00	Elementary School Graduate	None required	None required	CSC MC No. 11, s. 1996 (Professional Driver's License)	GENERAL SERVICES DIVISION (GSD)
Administrative Aide III (Utility Worker II)	OSEC-DOEB-ADA3-27-2006	3	14,125.00	Elementary School Graduate	None required	None required	None Required	MINDANAO FIELD OFFICE-OFFICE OF THE DIRECTOR (MFO-OD)

Interested and qualified applicants should signify their interest in writing. To view the guidelines for applications and list of requirements kindly go to <https://www.doe.gov.ph/job-opportunities>. Accomplish the online application form and upload complete application requirements not later than August 26, 2022.

**QUALIFIED APPLICANTS** are advised to address their application letter to:  
**MA. CECILIA P. BALDOS**  
 Chief Administrative Officer, Human Resource Management Division  
 Energy Center, Rizal Drive cor. 34th Street, Bonifacio Global City, Taguig City

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED**

CC: Office of the Secretary, DOE  
 Undersecretary R. B. Uy