

Republic of the Philippines
Department of Energy
Request for Publication of Vacant Positions

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:

DBP FEB-17-2023 12:10PM



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

Gracia M. Sumilang
Gracia M. Sumilang

Date: February 17, 2023

No.	No of Vacancies	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	Competency (if applicable)	
1	1	SUPERVISING SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SVRSRS-39-2002	22	71,511.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS GEOLOGY AND MINING ENGINEER)	SIXTEEN (16) HOURS OF RELEVANT TRAINING	THREE (3) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	PETROLEUM RESOURCES DEVELOPMENT DIVISION
2	1	ENGINEER III	OSEC-DOEB-ENG3-22-2002	19	51,357.00	BACHELOR'S DEGREE IN ENGINEERING RELEVANT TO THE JOB (SUCH AS BS MECHANICAL ENGINEERING)	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	RA 1080	NA	GENERAL SERVICES DIVISION
3	1	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-12-2018	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BACHELOR OF LAWS OR JURIS DOCTOR)	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	DOWNSTREAM CONVENTIONAL ENERGY LEGAL SERVICES DIVISION
4	1	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-113-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CHEMICAL, INDUSTRIAL, MECHANICAL ENGINEERING & OTHER RELATED COURSES)	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	OIL INDUSTRY COMPETITION AND MONITORING DIVISION
5	1	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-127-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING AND BUSINESS ADMINISTRATION AND OTHER RELATED COURSES)	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
6	1	ADMINISTRATIVE OFFICER V	OSEC-DOEB-ADOF5-16-2008	18	46,725.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS PSYCHOLOGY, HUMAN RESOURCE MANAGEMENT OR OTHER RELATED COURSES IN TRAINING, ORGANIZATION DEVELOPMENT AND COMMUNICATION)	EIGHT (8) HOURS RELEVANT TRAINING (SUCH AS FACILITATION SKILLS TRAINING AND TRAINING OF TRAINERS (TOT) CERTIFICATION PROGRAM)	TWO (2) YEARS OF RELEVANT EXPERIENCE (SUCH AS DESIGNING OF INSTRUCTIONAL MATERIALS AND FACILITATION OF TRAINING COURSES)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	HUMAN RESOURCE MANAGEMENT DIVISION

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						Education	Training	Experience	Eligibility	Competency (if applicable)	
7	1	INTERNAL AUDITOR III	OSEC-DOEB-IAUD3-24-2008	18	46,725.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	INTERNAL AUDIT DIVISION
8	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-112-2002	18	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS ANY ENGINEERING COURSE)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION
9	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-98-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS MECHANICAL, CHEMICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ENERGY INDUSTRY MANAGEMENT DIVISION - VISAYAS FIELD OFFICE
10	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-102-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL AND MECHANICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION - MINDANAO FIELD OFFICE
11	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-29-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS COMPUTER SCIENCE, INFORMATION TECHNOLOGY, AND ENGINEERING COURSES)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	OIL INDUSTRY COMPETITION AND MONITORING DIVISION
12	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-25-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS MATHEMATICS AND ENGINEERING COURSES)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	OIL INDUSTRY COMPETITION AND MONITORING DIVISION
13	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-9-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ECONOMICS)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	PLANNING DIVISION
14	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-19-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS STATISTICS AND ECONOMICS)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POLICY FORMULATION AND RESEARCH DIVISION

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15	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-19-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL, MECHANICAL ENGINEERING, FINANCE, STATISTICS, ECONOMICS AND OTHER RELATED COURSES)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POWER MARKET DEVELOPMENT DIVISION
16	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-22-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ECONOMICS, STATISTICS, MECHANICAL AND ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POWER PLANNING AND DEVELOPMENT DIVISION
17	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-13-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ECONOMICS OR FINANCE)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
18	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-50-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE*	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
19	1	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-48-2016	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	SOLAR AND WIND ENERGY MANAGEMENT DIVISION
20	1	INTERNAL AUDITOR II	OSEC-DOEB-IAUD2-27-2006	15	36,619.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BACHELOR OF LAWS, ACCOUNTANCY, PUBLIC ADMINISTRATION, CRIMINOLOGY, INFORMATION TECHNOLOGY/COMPUTER SCIENCE AND OTHER RELATED COURSES)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	INTERNAL AUDIT DIVISION
21	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-23-2002	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ADMINISTRATION/ MANAGEMENT/ COMMUNICATION, INFORMATION TECHNOLOGY AND ENGINEERING COURSES)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION
22	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-12-2020	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS ENGINEERING COURSES)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION

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23	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-11-2020	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS COMMUNICATION ARTS OR MARKETING)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION
24	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-10-2021	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS BUSINESS MANAGEMENT, ENGINEERING COURSES)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ENERGY INDUSTRY MANAGEMENT DIVISION - VISAYAS FIELD OFFICE
25	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-19-2020	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION - LUZON FIELD OFFICE
26	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-16-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POWER MARKET DEVELOPMENT DIVISION
27	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-12-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS COMPUTER SCIENCE, INFORMATION TECHNOLOGY, DATA MANAGEMENT, ECONOMICS, MATHEMATICS, ELECTRICAL ENGINEERING & OTHER RELATED COURSES)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POWER MARKET DEVELOPMENT DIVISION
28	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-14-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS COMPUTER SCIENCE, INFORMATION TECHNOLOGY, DATA MANAGEMENT, ECONOMICS, MATHEMATICS, ELECTRICAL ENGINEERING & OTHER RELATED COURSES)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POWER MARKET DEVELOPMENT DIVISION
29	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-16-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS COMPUTER SCIENCE, INFORMATION TECHNOLOGY, DATA MANAGEMENT, ECONOMICS, MATHEMATICS, ELECTRICAL ENGINEERING & OTHER RELATED COURSES)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POWER MARKET DEVELOPMENT DIVISION
30	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-19-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS INFORMATION TECHNOLOGY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	POWER PLANNING AND DEVELOPMENT DIVISION

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31	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-24-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CHEMISTRY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION
32	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-10-2010	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	SOLAR AND WIND ENERGY MANAGEMENT DIVISION
33	1	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-9-2010	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	SOLAR AND WIND ENERGY MANAGEMENT DIVISION
34	1	TECHNICAL AUDIT SPECIALIST I	OSEC-DOEB-TASP1-21-2016	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ACCOUNTANCY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION
35	1	LEGAL ASSISTANT II	OSEC-DOEB-LEA2-11-2002	12	29,165.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (BS LEGAL MANAGEMENT, AB PARALEGAL STUDIES, LAW, POLITICAL SCIENCE OR OTHER ALLIED COURSES)	FOUR (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	NA	UPSTREAM CONVENTIONAL ENERGY LEGAL SERVICES DIVISION
36	1	ADMINISTRATIVE OFFICER II	OSEC-DOEB-ADOF2-30-2008	11	27,000.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	OFFICE OF THE DIRECTOR - VISAYAS FIELD OFFICE
37	1	ADMINISTRATIVE OFFICER I	OSEC-DOEB-ADOF1-14-2018	10	23,176.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	NA	PROCUREMENT MANAGEMENT DIVISION
38	1	ADMINISTRATIVE ASSISTANT III	OSEC-DOEB-ADAS3-16-2006	9	21,211.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	OFFICE OF THE DIRECTOR - MINDANAO FIELD OFFICE

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39	1	SCIENCE RESEARCH ASSISTANT	OSEC-DOEB-SRAS-6-2015	9	21,211.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	ENERGY INDUSTRY MANAGEMENT DIVISION - VISAYAS FIELD OFFICE
40	1	ADMINISTRATIVE ASSISTANT I	OSEC-DOEB-ADAS1-13-2008	7	18,620.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	OFFICE OF THE DIRECTOR - ADMINISTRATIVE SERVICE (OD-AS)
41	1	ADMINISTRATIVE ASSISTANT I	OSEC-DOEB-ADAS1-21-2008	7	18,620.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	OFFICE OF THE DIRECTOR - OIL INDUSTRY MANAGEMENT BUREAU (OD-OIMB)
42	1	ADMINISTRATIVE ASSISTANT I	OSEC-DOEB-ADAS1-17-2008	7	18,620.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	OFFICE OF THE DIRECTOR - ENERGY POLICY AND PLANNING BUREAU
43	1	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-13-2012	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION
44	1	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-6-2006	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	INVESTMENT PROMOTION OFFICE
45	1	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-1-2022	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	OIL INDUSTRY COMPETITION AND MONITORING DIVISION
46	1	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-1-2021	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	PLANNING DIVISION

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47	1	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-24-2006	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	POLICY FORMULATION AND RESEARCH DIVISION
48	1	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-13-2006	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	TREASURY DIVISION
49	1	ADMINISTRATIVE AIDE IV	OSEC-DOEB-ADA4-4-2022	4	15,586.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	INFORMATION AND DATA MANAGEMENT DIVISION
50	1	ADMINISTRATIVE AIDE IV	OSEC-DOEB-ADA4-3-2022	4	15,586.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	NA	INFORMATION AND DATA MANAGEMENT DIVISION
51	1	ADMINISTRATIVE AIDE III	OSEC-DOEB-ADA3-12-2006	3	14,678.00	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	NA	OFFICE OF THE ASSISTANT SECRETARY (M. C. CAPONGCOL)
52	1	ADMINISTRATIVE AIDE II	OSEC-DOEB-ADA2-12-2006	2	13,819.00	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	NA	GENERAL SERVICES DIVISION (GSD)

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/attach complete application requirements using the DOE Online Retructment Portal not later than 28 February 2023

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/REQUIREMENTS SHALL NOT BE ENTERTAINED

cc: Office of the Secretary, DOE
Undersecretary F.W. Fuentesbela
Dr. E. B. Morales