

Republic of the Philippines
NATIONAL TAX RESEARCH CENTER
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 NATIONAL TAX RESEARCH CENTER in the CSC website:

LORELLI D. VILLAFLORES

HRMO

Date: 27-Nov-24

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	TAX SPECIALIST I	TXS1-1-1998	11	28512	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
2	ACCOUNTANT III	A3-1-2011	19	53873	Bachelor's Degree in Commerce/Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Finance Division

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than December 7, 2024

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and

4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

LORELLI D. VILLAFLORES

Human Resource Management and Development
Manager, BSP Complex, Roxas Blvd. cor. P. O. Box

hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.