

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: 23-Dec-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	FINANCIAL ANALYST V	FINA5-8-2021	24	94132	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
2	FINANCIAL ANALYST V	FINA5-10-2021	24	94132	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division
3	FINANCIAL ANALYST V	FINA5-9-2021	24	94132	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management training/learning and development intervention	4 years of supervisory/management experience	Career Service Professional / Second Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division

4	ATTORNEY IV	ATY4-11-2021	23	83659	Bachelor of Laws	8 hours of relevant training	2 years of relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Management Division
5	SUPERVISING TAX SPECIALIST	SVTXS-2-1998	22	74836	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Fiscal Incentives Branch
6	FINANCIAL ANALYST IV	FINA4-7-2021	22	74836	Bachelor's Degree Relevant to the Job	16 hours of relevant training	3 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
7	ATTORNEY III	ATY3-7-2022	21	67005	Bachelor of Laws	4 hours of relevant training	1 year relevant experience	RA 1080	Leadership, Core, Organizational and Technical Skills	Legal Research and Communication Division
8	SENIOR TAX SPECIALIST	SRTXS-6-1998	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Fiscal Incentives Branch
9	SENIOR TAX SPECIALIST	SRTXS-4-1998	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Local Taxation Branch
10	SENIOR TAX SPECIALIST	SRTXS-9-1998	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Direct Taxes Branch

11	STATISTICIAN III	STAT3-1-1998	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Statistics Staff
12	FINANCIAL ANALYST III	FINA3-3-2021	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
13	FINANCIAL ANALYST III	FINA3-4-2021	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Service Industries Division
14	FINANCIAL ANALYST III	FINA3-6-2021	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
15	FINANCIAL ANALYST III	FINA3-11-2021	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Tax Incentives Division
16	FINANCIAL ANALYST III	FINA3-8-2021	18	49015	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service Professional / 2nd Level Eligibility	Leadership, Core, Organizational and Technical Skills	Manufacturing Industries Division
17	TAX SPECIALIST II	TXS2-1-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director

18	TAX SPECIALIST II	TXS2-2-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
19	TAX SPECIALIST II	TXS2-6-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Special Research and Technical Services Branch
20	TAX SPECIALIST II	TXS2-7-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
21	TAX SPECIALIST II	TXS2-10-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Office of the Executive Director
22	TAX SPECIALIST II	TXS2-12-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Fiscal Incentives Branch
23	TAX SPECIALIST II	TXS2-13-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch
24	TAX SPECIALIST II	TXS2-15-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch

25	TAX SPECIALIST II	TXS2-16-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
26	ECONOMIST II	ECO2-2-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
27	ECONOMIST II	ECO2-3-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Economics Staff
28	STATISTICIAN II	STAT2-2-1998	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Statistics Staff
29	FINANCIAL ANALYST II	FINA2-3-2022	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Incentives Division
30	FINANCIAL ANALYST II	FINA2-7-2021	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
31	FINANCIAL ANALYST II	FINA2-10-2021	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division

32	FINANCIAL ANALYST II	FINA2-6-2021	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Service Industries Division
33	FINANCIAL ANALYST II	FINA2-8-2021	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Infrastructure and Resource-Based Industries Division
34	FINANCIAL ANALYST II	FINA2-9-2021	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Manufacturing Industries Division
35	FINANCIAL ANALYST II	FINA2-6-2022	15	38413	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Tax Subsidies and Large Investments Division
36	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
37	TAX SPECIALIST I	TXS1-7-1998	11	28512	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch
38	TAX SPECIALIST I	TXS1-1-1999	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
39	TAX SPECIALIST I	TXS1-13-2002	11	28512	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Direct Taxes Branch

40	TAX SPECIALIST I	TXS1-14-2002	11	28512	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Indirect Taxes Branch
41	TAX SPECIALIST I	TXS1-16-2002	11	28512	Bachelor's Degree Relevant to the Job	None Required	None Required	Career Service Professional / 2nd Level Eligibility	Core, Organizational and Technical Skills	Local Taxation Branch

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 January 2, 2025.

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
Division, BSP Complex, Roxas Blvd cor P. O.

hr@ntrc.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.