



Republic of the Philippines
DEPARTMENT OF JUSTICE
BUREAU OF CORRECTIONS
Muntinlupa City, Philippines, 1776
Tel. No. 850-0062/659-0832

05 April 2018

Director II DICK N. ECHAVEZ

CSC-DOST Field Office
Bicutan, Taguig City

Dear **Director Echavez,**

Transmitting herewith is the hardcopy of CSC Form No. 9, s. 2017, together with the electronic file of vacant position of this Bureau, for publication in the Civil Service website in accordance with the provisions of Republic Act No. 7041 and its implementing guidelines.

Thank you.

Very Truly yours,

MARY JANE N. JULIO

Chief, Human Resource Development Section

Encl: As stated

Republic of the Philippines
BUREAU OF CORRECTIONS
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of BUREAU OF CORRECTIONS in the CSC website:

PCSUPT VALFRIE G. TABIAN (Ret)

Acting Director General, BUCOR

Date: April 05, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (If applicable)	
1	CHIEF ADMINISTRATIVE OFFICER	BCORB-CADOF-6-2005	24	879,588.00	Master's degree or Certificate in Leadership and Management from CSC	4 years of supervisory/ management experience	40 hours of supervisory/ management learning and development intervention undertaken within the last 5 years	Career Service (Professional) Second Level Eligibility	Building collaborative, inclusive working relationships (Intermediate) Managing performance and coaching for results (Intermediate) Leading change (Intermediate) Thinking strategically and creatively (Intermediate) Creating and nurturing a high performing organization (Intermediate)	BUCOR Central Office

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 April 12, 2018.

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 present position for one (1) year (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:

MS. MARY JANE N. JULIO
Chief, Human Resource Development Section
Bureau of Corrections
NBP Reservation, 1776 Muntinlupa City
bucorpersonnel@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.