

Republic of the Philippines
NEWS AND INFORMATION BUREAU
Request for Publication of Vacant Positions

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must be in MS Excel format

Date of Publication

[Signature]
2023
JAN 12 2023

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the NEWS AND INFORMATION BUREAU in the CSC website: **CSC – FO Office of the President**

[Signature]
JOYAL S. ESER
Administrative Officer V

Date: January 12, 2023

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	MEDIA ACCREDITATION AND RELATIONS OFFICER V	NIBB-MAR05-1-1998	24	88, 410.00	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours supervisory/ma nagement training/learnin g and development intervention	4 years of supervisory/ management experience	Career Service (Professional) Second Level	N/A	Media Accreditation and Relations Division (MARD) - Manila
2	MEDIA ACCREDITATION AND RELATIONS OFFICER IV	NIBB-MAR04-1-1998	22	69, 963.00	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level	N/A	Media Accreditation and Relations Division (MARD) - Manila
3	MEDIA ACCREDITATION AND RELATIONS OFFICER IV	NIBB-MAR04-2-1998	22	69, 963.00	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level	N/A	Media Accreditation and Relations Division (MARD) - Manila



4	SENIOR NEWS EDITOR	NIBB-SRNE-5-1998	19	49, 835.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level	N/A	Philippine News Agency (PNA) - Visayas Ave.
5	SENIOR NEWS EDITOR	NIBB-SRNE-6-1998	19	49, 835.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level	N/A	Philippine News Agency (PNA) - Visayas Ave.
6	SENIOR NEWS EDITOR	NIBB-SRNE-14-1998	19	49, 835.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level	N/A	Philippine News Agency (PNA) - Visayas Ave.
7	ADMINISTRATIVE OFFICER V (HRMO III)	NIBB-ADOFS-6-2005	18	45, 203.00	Bachelor's Degree Relevant to the Job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level	N/A	Financial and Administrative Division (FAD), HRM Section - Manila
8	MEDIA ACCREDITATION AND RELATIONS OFFICER II	NIBB-MAR02-1-1998	15	35, 097.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level	N/A	International Press Center (IPC) - Intramuros, Manila
9	PHOTOGRAPHER V	NIBB-PHOTO5-6-1998	15	35, 097.00	High School Graduate or Completion of Relevant Vocational/ Trade Course	16 hours of relevant training	3 years of relevant experience	Photographer (MC 10. s. 2013 - Cat. II)	N/A	Philippine News Agency (PNA) - Visayas Ave.
10	PHOTOGRAPHER V	NIBB-PHOTO5-3-1998	15	35, 097.00	High School Graduate or Completion of Relevant Vocational/ Trade Course	16 hours of relevant training	3 years of relevant experience	Photographer (MC 10. s. 2013 - Cat. II)	N/A	Philippine News Agency (PNA) - Visayas Ave.

11	CREATIVE ARTS SPECIALIST II	NIBB-CASL2-4-2018	15	35, 097.00	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level	N/A	Philippine News Agency (PNA) - Visayas Ave.
12	NEWS REPORTER I	NIBB-NR1-6-2004	15	35, 097.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level	N/A	Philippine News Agency (PNA) - Visayas Ave.
13	NEWS REPORTER I	NIBB-NR1-6-1998	15	35, 097.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level	N/A	Presidential Press Staff (PPS) - Manila
14	NEWS REPORTER I	NIBB-NR1-10-1998	15	35, 097.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level	N/A	Presidential Press Staff (PPS) - Manila
15	PHOTOGRAPHER III	NIBB-PHOTO3-7-2004	10	22, 190.00	High School Graduate or Completion of Relevant Vocational/ Trade Course	8 hours of relevant training	2 years of relevant experience	Photographer (MC 10. s. 2013 - Cat. II)	N/A	Presidential Press Staff (PPS) - Manila
16	ADMINISTRATIVE ASSISTANT III (Buyer III)	NIBB-ADAS3-12-2005	9	20, 402.00	Completion of Two-Year Studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub- Professional) First Level	N/A	Financial and Administrative Division (FAD) - Manila

17	ADMINISTRATIVE ASSISTANT II (Human Resource Management Assistant)	NIBB-ADAS2-2-2005	8	18, 998.00	Completion of Two-Year Studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level	N/A	Financial and Administrative Division (FAD), Planning Section - Manila
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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 22, 2023.

1. Fully accomplished **Personal Data Sheet (PDS)** with recent passport-sized picture and **Work Experience Sheet** (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 relevant training/s and/or seminar/s attended;
4. Authenticated certificate of eligibility/rating; and
5. Photocopy of Transcript of Records/Diploma.

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

JOYAL S. ESER

Administrative Officer V
PCOO-NIB Bldg., Malacañang Compound, Manila 1005
nib_hr.recruitment@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.