Electronic copy to be submitted to the CSC FO must be in MS Excel format

## Republic of the Philippines TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY 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 TOURISM INFRASTRUCTURE AND ENTERPRISE ZONE AUTHORITY in the CSC, website:

ROSANNA M. OLGADO HRMO

Date:	June 1, 2022
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	Position Title (Parenthetical	Plantilla Item	Salary/ Job/		Qualification Standards					Diagraf
No.	Title, if applicable)	No.	Pay Grade	Monthly Salary	Education	Experience	Training	Eligibility	Competency (if applicable)	Place of Assignment
	Chief Regulator	TIEZA-OCR- 001	14	132247	relevant to the job and/or	Five (5) years of supervisory/man agement experience	120 hours of supervisory/man agement learning and development intervention undertaken within the last 5 years	Career Service (Professional) / Second Level Eligibility		TIEZA Regulatory Office

No.	Position Title (Parenthetical	Plantilla Item	Salary/ Job/	Monthly Salary	Qualification Standards					Discost
	Title, if applicable)	No.	Pay Grade		Education	Experience	Training	Eligibility	Competency (if applicable)	Place of Assignment

Interested and qualified applicants should signify their intent in writing. Attach the following documents to the application letter and send to the address below not later than June 20, 2022, with the subject: Position Title\_Item No.\_Full Name:

- 1. Accomplished TIEZA Application Form (downloadable at www.tieza.gov.ph);
- 2. 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;
- 3. Performance rating in the last rating period (if applicable);
- 4. Photocopy of authenticated certificate of eligibility/rating/license;
- 5. Photocopy of Diploma and Transcript of Records;
- 6. Photocopy of Certificate of Training Programs; and
- 7. Certificate of Employment and Service Record (if applicable)

Note: For internal applicants vying for promotion, please refer to the required documents listed in the Application Form.

ROSANNA M. OLGADO	
Manager, Administrative Services Department	
6th Floor, Tower 1, Double Dragon Plaza,	
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recruitment@tieza.gov.ph	

In case of non-acknowledgement in the receipt of documents submitted within three (3) days, applicants are advised to follow-up again through e-mail. APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

<sup>\*</sup>Original documents must be available upon request