

Republic of the Philippines
PHILIPPINE STATE COLLEGE OF AERONAUTICS
Request for Publication of Vacant Positions

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PUBLICATION RECEIVED
(CSCFO-TESDA)
DATE: SEP 09 2026
RECEIVED BY: ROLAN T. PABAZZA JR.
Human Resource Specialist I

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the PHILIPPINE STATE COLLEGE OF AERONAUTICS:

MA. TERESA S. ROSALES, Ed. D.
Supervising Administrative Officer
Date: 9-Sep-26

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 / Area of Specialization/ Residency Requirement (if applicable)	
1	Attorney IV	PSCAB-ATY4-2-2023	23	91,306	Bachelor of Laws	Eight (8) Hours of Relevant Training	Two (2) years of Relevant Experience	RA 1080	Exemplifying Integrity, Delivering Service Excellence, Solving problem and making decisions. Demonstrating personal effectiveness, speaking and writing effectively, championing and applying innovations, planning and delivering, managing information	LEGAL UNIT, VAB CAMPUS - PASAY CITY, NCR

2	Information Technology Officer I	PSCAB-ITO1-36-2023	19	59,153	Bachelor's Degree relevant to the job	Eight (8) Hours of Relevant Training	Two (2) years of Relevant Experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	INFORMATION AND COMMUNICATION TECHNOLOGY UNIT, VAB CAMPUS - PASAY CITY, NCR
3	Internal Auditor III	PSCAB-IAUD3-31-2023	18	53,818	Bachelor's Degree relevant to the job	Eight (8) Hours of Relevant Training	Two (2) years of Relevant Experience	Career Service Professional/ Second level eligibility	Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	INTERNAL AUDIT UNIT, VAB CAMPUS - PASAY CITY, NCR
4	Information Officer III	PSCAB-INFO3-37-2023	18	53,818	Bachelor's Degree	Eight (8) Hours of Relevant Training	Two (2) years of Relevant Experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	INFORMATION UNIT, VAB CAMPUS - PASAY CITY, NCR

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5	Administrative Officer V	PSCAB- ADOF5-2- 2025	18	53,818	Bachelor's Degree relevant to the job	Eight (8) Hours of relevant training	Two (2) years of relevant experience	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	QUALITY ASSURANC E, VAB CAMPUS - PASAY CITY, NCR
6	Information System Analyst II	PSCAB- INFOSA2-34- 2023	16	45,694	Bachelor's Degree relevant to the job	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	Career Service Professional/ Second level eligibility	Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	INFORMATI ON AND COMMUNIC ATION TECHNOLO GY UNIT, VAB CAMPUS - PASAY CITY, NCR
7	Administrative Officer IV	PSCAB- ADOF4-14- 2023	15	42,178	Bachelor's Degree relevant to the job	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linakges, Emotional maturity, Health, Safety and Risk Management, Stress Management, Values and Ethics	BUDGET OFFICE, VAB CAMPUS - PASAY CITY, NCR

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8	Administrative Officer IV	PSCAB- ADOF4-8- 2025	15	42,178	Bachelor's Degree relevant to the job	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Emotional maturity, Health, Safety and Risk Management, Stress Management, Values and Ethics	QUALITY ASSURANCE, VAB CAMPUS - PASAY CITY, NCR
9	Information Officer II	PSCAB- INFO2-3- 2025	15	42,178	Bachelor's Degree	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/S second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	INFORMATION UNIT, VAB CAMPUS - PASAY CITY, NCR
10	Internal Auditor II	PSCAB- IAUD2-4- 2025	15	42,178	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/S second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	INTERNAL AUDIT UNIT, VAB CAMPUS - PASAY CITY, NCR

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11	Legal Assistant III	PSCAB-LEA3-29-2023	14	38,764	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	Eight (8) Hours of training relevant to legal work, such as legal ethics, legal research and writing or legal procedures	One (1) year of Experience in legal work such as preparation of pleadings , legal opinions and memoranda or legal research	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	LEGAL UNIT, VAB CAMPUS - PASAY CITY, NCR
12	Administrative Officer III	PSCAB-ADOF3-10-2025	14	38,764	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT, VAB CAMPUS - PASAY CITY, NCR
13	Accountant I	PSCAB-A1-4-1998	12	33,947	Bachelor's Degree in Commerce/ Business Administration major in Accounting	None Required	None Required	R.A. 1080	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTING UNIT, VAB CAMPUS - PASAY CITY, NCR

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14	Legal Assistant II	PSCAB-LEA2-30-2023	12	33,947	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	Four (4) Hours of training relevant to legal work, such as legal ethics, legal research and writing or legal procedures	None Required	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	LEGAL UNIT, VAB CAMPUS - PASAY CITY, NCR
15	Internal Auditor I	PSCAB-IAU1-33-2023	11	31,705	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	INTERNAL AUDIT UNIT, VAB CAMPUS - PASAY CITY, NCR
16	Administrative Assistant III	PSCAB-ADAS3-18-2025	9	24,329	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTING UNIT, VAB CAMPUS - PASAY CITY, NCR

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17	Accountant II	PSCAB-A2-29-2023	16	45,694	Bachelor's Degree in Commerce/ Business Administration major in Accounting	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	R.A. 1080	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTING UNIT, BAB CAMPUS - FLORIDABLANCA, PAMPANGA, REGION III
18	Administrative Officer IV	PSCAB-ADOF4-9-2025	15	42,178	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	HUMAN RESOURCE MANAGEMENT UNIT, BAB CAMPUS - FLORIDABLANCA, PAMPANGA, REGION III
19	Administrative Officer III	PSCAB-ADOF3-19-2023	14	38,764	Bachelor's Degree relevant to the job	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	Career Service Professional/Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	PROCUREMENT UNIT, BAB CAMPUS - FLORIDABLANCA, PAMPANGA, REGION III

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20	Administrative Officer III	PSCAB- ADOF3-12- 2025	14	38,764	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT, BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III
21	Administrative Officer II	PSCAB- ADOF2-14- 2025	11	31,705	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	HUMAN RESOURCE MANAGEMENT UNIT, BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III
22	Administrative Officer I	PSCAB- ADOF1-17- 2025	10	26,917	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	RECORDS UNIT, BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III

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23	Administrative Assistant III	PSCAB- ADAS3-19- 2025	9	24,329	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTIN G UNIT, BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III
24	Administrative Assistant II	PSCAB- ADAS2-22- 2025	8	22,423	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT, BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III
25	Administrative Assistant II	PSCAB- ADAS2-23- 2025	8	22,423	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	BUDGET UNIT, BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III

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26	Administrative Assistant I	PSCAB- ADAS1-23- 2025	7	20,914	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	PROCUREMENT UNIT, BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III
27	Administrative Aide VI	PSCAB- ADA6-35- 2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	OFFICE OF THE CAMPUS DIRECTOR , BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III
28	Administrative Aide VI	PSCAB- ADA6-36- 2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT , BAB CAMPUS - FLORIDABL ANCA, PAMPANGA, REGION III

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29	Administrative Aide VI	PSCAB-ADA6-37-2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	BUDGET UNIT , BAB CAMPUS - FLORIDABLANCA, PAMPANGA, REGION III
30	Accountant II	PSCAB-A2-28-2023	16	45,694	Bachelor's Degree in Commerce/ Business Administration major in Accounting	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	R.A. 1080	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTING UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
31	Administrative Officer IV	PSCAB-ADO4-10-2025	15	42,178	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	HUMAN RESOURCE MANAGEMENT UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A

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32	Administrative Officer III	PSCAB- ADOF3-13- 2025	14	38,764	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
33	Administrative Officer II	PSCAB- ADOF2-15- 2025	11	31,705	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	HUMAN RESOURCE MANAGEMENT UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
34	Administrative Officer I	PSCAB- ADOF1-18- 2025	10	26,917	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	RECORDS UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A

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35	Administrative Assistant III	PSCAB-ADAS3-20-2025	9	24,329	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTING UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
36	Administrative Assistant II	PSCAB-ADAS2-24-2025	8	22,423	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
37	Administrative Assistant II	PSCAB-ADAS2-25-2025	8	22,423	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	BUDGET UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A

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38	Administrative Assistant I	PSCAB- ADAS1-24- 2025	7	20,914	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	PROCUREM ENT UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
39	Administrative Aide VI	PSCAB- ADA6-38- 2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	OFFICE OF THE CAMPUS DIRECTOR, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
40	Administrative Aide VI	PSCAB- ADA6-39- 2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A

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41	Administrative Aide VI	PSCAB- ADA6-40- 2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	BUDGET UNIT, FAB CAMPUS - LIPA, BATANGAS, REGION IV-A
42	Administrative Officer V	PSCAB- ADOF5-9- 2023	18	53,818	Bachelor's Degree relevant to the job	Eight (8) Hours of Relevant Training	Two (2) years of Relevant Experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	OFFICE OF THE CAMPUS DIRECTOR , MBEAB CAMPUS - LAPU-LAPU CITY, CEBU, REGION VII
43	Administrative Officer IV	PSCAB- ADOF4-15- 2023	15	42,178	Bachelor's Degree relevant to the job	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	BUDGET UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII

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44	Administrative Officer IV	PSCAB- ADOF4-11- 2025	15	42,178	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	HUMAN RESOURCE MANAGEMENT UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
45	Administrative Officer III	PSCAB- ADOF3-20- 2023	14	38,764	Bachelor's Degree relevant to the job	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	PROCUREMENT UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
46	Administrative Officer III	PSCAB- ADOF3-14- 2025	14	38,764	Bachelor's Degree relevant to the job	Four (4) Hours of relevant training	One (1) year of relevant experience	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII

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47	Administrative Officer II	PSCAB- ADOF2-16- 2025	11	31,705	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	HUMAN RESOURCE MANAGEMENT UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
48	Administrative Officer I	PSCAB- ADOF1-19- 2023	10	26,917	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/ Second level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	SUPPLY UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
49	Administrative Officer I	PSCAB- ADOF1-19- 2025	10	26,917	Bachelor's Degree relevant to the job	None Required	None Required	Career Service Professional/S econd level eligibility	Accountability, Customer Service Excellence, Building Partnerships and Linkages, Environmental Awareness, Strategic Thinking, Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	RECORDS UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII

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50	Administrative Assistant III	PSCAB- ADAS3-21- 2025	9	24,329	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTIN G UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
51	Administrative Assistant II	PSCAB- ADAS2-28- 2023	8	22,423	Completion of 2 years studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of Relevant Training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub- Professional) 1st Level Eligibility	Customer Service Excellence, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	SUPPLY UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
52	Administrative Assistant II	PSCAB- ADAS2-26- 2025	8	22,423	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub- professional)/1 st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII

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53	Administrative Assistant II	PSCAB-ADAS2-27-2025	8	22,423	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	Four (4) Hours of relevant training	One (1) year of Relevant Experience	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	BUDGET UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
54	Administrative Assistant I	PSCAB-ADAS1-25-2025	7	20,914	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	PROCUREMENT UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
55	Administrative Aide VI	PSCAB-ADA6-62-2023	6	19,716	Completion of 2 years studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-Professional) 1st Level Eligibility	Customer Service Excellence, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	RECORDS UNIT , MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII

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56	Administrative Aide VI	PSCAB-ADA6-66-2023	6	19,716	Completion of 2 years studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-Professional) 1st Level Eligibility	Customer Service Excellence, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	ACCOUNTING UNIT, MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
57	Administrative Aide VI	PSCAB-ADA6-41-2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	OFFICE OF THE CAMPUS DIRECTOR, MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
58	Administrative Aide VI	PSCAB-ADA6-42-2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	CASH UNIT, MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
59	Administrative Aide VI	PSCAB-ADA6-43-2025	6	19,716	Completion of 2 years of studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-professional)/1st Level Eligibility	Developing People, Strategic Planning, Leadership skills, Leading Innovation & Directing and Managing Change	BUDGET UNIT, MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII

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60	Administrative Aide IV	PSCAB-ADA4-25-2023	4	17,506	Completion of 2 years studies in College (prior to 2018) or Completion of Grade 12/Senior High School (starting 2016)	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Sub-Professional) 1st Level Eligibility	Customer Service Excellence, Strategic Thinking, Leadership skills, Leading Innovation & Directing and Managing Change	OFFICE OF THE CAMPUS DIRECTOR, MBEAB CAMPUS - LAPU-LAPU, CEBU, REGION VII
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Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than September 19, 2026

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation. This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:

MA. TERESA S. ROSALES, Ed. D.
 Supervising Administrative Officer
 PhilSCA, Piccio Garden, Villamor, Pasay City
<https://tinyurl.com/NAAP-CSC-JobFair2026>

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

agency_na	place_of_a	position_ti	plantilla_it	salary_gra	annual_sal	eligibility	education	training	experience	competenc	instruction	posting_date	closing_date
PHILIPPINE LEGAL UNIT	Attorney I	PSCAB-ATY	23	91306	RA 1080	Bachelor's	Eight (8)	Two (2)	years	Exemplary	Interests	09-Sep-26	19-Sep-26
PHILIPPINE INFORMATION	Information	PSCAB-ITO	19	59153	Career Series	Bachelor's	Eight (8)	Two (2)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE INTERNAL	Internal Affairs	PSCAB-IAU	18	53818	Career Series	Bachelor's	Eight (8)	Two (2)	years	Building Partnerships	Interests	09-Sep-26	19-Sep-26
PHILIPPINE INFORMATION	Information	PSCAB-INF	18	53818	Career Series	Bachelor's	Eight (8)	Two (2)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE QUALITY ASSURANCE	Administration	PSCAB-ADQ	18	53818	Career Series	Bachelor's	Eight (8)	Two (2)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE INFORMATION	Information	PSCAB-INF	16	45694	Career Series	Bachelor's	Four (4)	One (1)	years	Customer Service	Interests	09-Sep-26	19-Sep-26
PHILIPPINE BUDGET OFFICE	Administration	PSCAB-ADQ	15	42178	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE QUALITY ASSURANCE	Administration	PSCAB-ADQ	15	42178	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE INFORMATION	Information	PSCAB-INF	15	42178	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE INTERNAL	Internal Affairs	PSCAB-IAU	15	42178	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE LEGAL UNIT	Legal Assistant	PSCAB-LEA	14	38764	Career Series	BS Legal Management	Eight (8)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT	Administration	PSCAB-ADQ	14	38764	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE ACCOUNTS	Accountant	PSCAB-A1-	12	33947	R.A. 1080	Bachelor's	None	Required	None	Required	Accountable	Interests	09-Sep-26
PHILIPPINE LEGAL UNIT	Legal Assistant	PSCAB-LEA	12	33947	Career Series	BS Legal Management	Four (4)	None	Required	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE INTERNAL	Internal Affairs	PSCAB-IAU	11	31705	Career Series	Bachelor's	None	Required	None	Required	Accountable	Interests	09-Sep-26
PHILIPPINE ACCOUNTS	Administration	PSCAB-ADQ	9	24329	Relevant to Completion	Four (4)	One (1)	years	Developing	Interests	09-Sep-26	19-Sep-26	
PHILIPPINE ACCOUNTS	Accountant	PSCAB-A2-	16	45694	R.A. 1080	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE HUMAN RESOURCES	Administration	PSCAB-ADQ	15	42178	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE PROCUREMENT	Administration	PSCAB-ADQ	14	38764	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT	Administration	PSCAB-ADQ	14	38764	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE HUMAN RESOURCES	Administration	PSCAB-ADQ	11	31705	Career Series	Bachelor's	None	Required	None	Required	Accountable	Interests	09-Sep-26
PHILIPPINE RECORDS MANAGEMENT	Administration	PSCAB-ADQ	10	26917	Career Series	Bachelor's	None	Required	None	Required	Accountable	Interests	09-Sep-26
PHILIPPINE ACCOUNTS	Administration	PSCAB-ADQ	9	24329	Relevant to Completion	Four (4)	One (1)	years	Developing	Interests	09-Sep-26	19-Sep-26	
PHILIPPINE CASH UNIT	Administration	PSCAB-ADQ	8	22423	Relevant to Completion	Four (4)	One (1)	years	Developing	Interests	09-Sep-26	19-Sep-26	
PHILIPPINE BUDGET OFFICE	Administration	PSCAB-ADQ	8	22423	Relevant to Completion	Four (4)	One (1)	years	Developing	Interests	09-Sep-26	19-Sep-26	
PHILIPPINE PROCUREMENT	Administration	PSCAB-ADQ	7	20914	Relevant to Completion	None	Required	None	Required	Developing	Interests	09-Sep-26	
PHILIPPINE OFFICE OF THE SECRETARY	Administration	PSCAB-ADQ	6	19716	Relevant to Completion	None	Required	None	Required	Developing	Interests	09-Sep-26	
PHILIPPINE CASH UNIT	Administration	PSCAB-ADQ	6	19716	Relevant to Completion	None	Required	None	Required	Developing	Interests	09-Sep-26	
PHILIPPINE BUDGET OFFICE	Administration	PSCAB-ADQ	6	19716	Relevant to Completion	None	Required	None	Required	Developing	Interests	09-Sep-26	
PHILIPPINE ACCOUNTS	Accountant	PSCAB-A2-	16	45694	R.A. 1080	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE HUMAN RESOURCES	Administration	PSCAB-ADQ	15	42178	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT	Administration	PSCAB-ADQ	14	38764	Career Series	Bachelor's	Four (4)	One (1)	years	Accountable	Interests	09-Sep-26	19-Sep-26

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PHILIPPINE HUMAN RI Administra PSCAB-AD/	11	31705 Career Ser: Bachelor's	None	Requ	None	Requ	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE RECORDS Administra PSCAB-AD/	10	26917 Career Ser: Bachelor's	None	Requ	None	Requ	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE ACCOUNTI Administra PSCAB-AD/	9	24329 Relevant I Completion	Four (4)	Hc	One (1)	ye	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT Administra PSCAB-AD/	8	22423 Relevant I Completion	Four (4)	Hc	One (1)	ye	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE BUDGET U Administra PSCAB-AD/	8	22423 Relevant I Completion	Four (4)	Hc	One (1)	ye	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE PROCUREN Administra PSCAB-AD/	7	20914 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE OFFICE OF Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE BUDGET U Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE OFFICE OF Administra PSCAB-AD/	18	53818 Career Ser: Bachelor's	Eight (8)	Hc	Two (2)	ye	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE BUDGET U Administra PSCAB-AD/	15	42178 Career Ser: Bachelor's	Four (4)	Hc	One (1)	ye	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE HUMAN RI Administra PSCAB-AD/	15	42178 Career Ser: Bachelor's	Four (4)	Hc	One (1)	ye	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE PROCUREN Administra PSCAB-AD/	14	38764 Career Ser: Bachelor's	Four (4)	Hc	One (1)	ye	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT Administra PSCAB-AD/	14	38764 Career Ser: Bachelor's	Four (4)	Hc	One (1)	ye	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE HUMAN RI Administra PSCAB-AD/	11	31705 Career Ser: Bachelor's	None	Requ	None	Requ	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE SUPPLY U\ Administra PSCAB-AD/	10	26917 Career Ser: Bachelor's	None	Requ	None	Requ	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE RECORDS I Administra PSCAB-AD/	10	26917 Career Ser: Bachelor's	None	Requ	None	Requ	Accountab	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE ACCOUNTI Administra PSCAB-AD/	9	24329 Relevant I Completion	Four (4)	Hc	One (1)	ye	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE SUPPLY U\ Administra PSCAB-AD/	8	22423 Relevant I Completion	Four (4)	Hc	One (1)	ye	Customer !	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT Administra PSCAB-AD/	8	22423 Relevant I Completion	Four (4)	Hc	One (1)	ye	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE BUDGET U Administra PSCAB-AD/	8	22423 Relevant I Completion	Four (4)	Hc	One (1)	ye	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE PROCUREN Administra PSCAB-AD/	7	20914 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE RECORDS I Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Customer !	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE ACCOUNTI Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Customer !	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE OFFICE OF Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE CASH UNIT Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE BUDGET U Administra PSCAB-AD/	6	19716 Relevant I Completion	None	Requ	None	Requ	Developing	<p>Interes	09-Sep-26	19-Sep-26
PHILIPPINE OFFICE OF Administra PSCAB-AD/	4	17506 Relevant I Completion	None	Requ	None	Requ	Customer !	<p>Interes	09-Sep-26	19-Sep-26

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