

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Department of Energy in the CSC website:

MARIA CECILIA SOFIA P. BALDOS
Chief Administrative Officer
Human Resource Management Division

Date: January 08, 2024

No.	Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (Php)	Qualification Standards				Competency (If applicable)	Place of Assignment (All in Manila Office, except otherwise specified)
					Education	Training	Experience	Eligibility		
1	SUPERVISING TECHNICAL AUDIT SPECIALIST	OSEC-DOEB-SVTAS-18-2016	22	71,511.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	SIXTEEN (16) HOURS RELEVANT TRAINING	THREE (3) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION
2	SUPERVISING SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SVRS-22-2002	22	71,511.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	SIXTEEN (16) HOURS RELEVANT TRAINING	THREE (3) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY RESOURCE DEVELOPMENT AND UTILIZATION DIVISION - VISAYAS FIELD OFFICE
3	SUPERVISING SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SVRS-49-2002	22	71,511.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	SIXTEEN (16) HOURS RELEVANT TRAINING	THREE (3) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	OIL INDUSTRY COMPETITION AND MONITORING DIVISION
4	SUPERVISING SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SVRS-12-2002	22	71,511.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	SIXTEEN (16) HOURS RELEVANT TRAINING	THREE (3) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION
5	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-55-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS RELEVANT TRAINING	TWO (2) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND ENFORCEMENT DIVISION
6	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-6-2010	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS RELEVANT TRAINING	TWO (2) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	NATIONAL RENEWABLE ENERGY BOARD TECHNICAL SERVICES AND MANAGEMENT DIVISION
7	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-114-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS RELEVANT TRAINING	TWO (2) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	OIL INDUSTRY COMPETITION AND MONITORING DIVISION

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					Education	Training	Experience	Eligibility		
8	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-28-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS RELEVANT TRAINING	TWO (2) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	OIL INDUSTRY COMPETITION AND MONITORING DIVISION
9	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-44-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS RELEVANT TRAINING	TWO (2) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER MARKET DEVELOPMENT DIVISION
10	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-38-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ECONOMICS, STATISTICS, MECHANICAL AND ELECTRICAL ENGINEERING)	EIGHT (8) HOURS RELEVANT TRAINING	TWO (2) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
11	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-46-2002	19	51,357.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS RELEVANT TRAINING	TWO (2) YEARS RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
12	COMPUTER MAINTENANCE TECHNOLOGIST III	OSEC-DOEB-CTMT3-5-2002	17	43,030.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS INFORMATION TECHNOLOGY, COMPUTER SCIENCE AND COMPUTER ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	INFORMATION TECHNOLOGY DIVISION
13	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-111-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS ENVIRONMENTAL AND SANITARY, ECE, ELECTRICAL OR CHEMICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION
14	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-9-2020	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS ENVIRONMENTAL AND SANITARY, ECE, ELECTRICAL OR CHEMICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION
15	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-84-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CHEMICAL, MECHANICAL & AGRICULTURAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	BIOMASS ENERGY MANAGEMENT DIVISION
16	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-66-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS MINING ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (WAIVED PURSUANT TO CSC RESOLUTION NO. 07-2245 DATED 12 04 2007)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	COAL AND NUCLEAR MINERAL RESOURCES AND DEVELOPMENT DIVISION
17	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-75-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND ENFORCEMENT DIVISION

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					Education	Training	Experience	Eligibility		
18	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-74-2002	15	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT DIVISION
19	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-73-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT DIVISION
20	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-7-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CHEMISTRY)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY INDUSTRY MANAGEMENT DIVISION - MINDANAO FIELD OFFICE
21	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-42-2016	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS GEOLOGY)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	GEO THERMAL ENERGY MANAGEMENT DIVISION
22	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-90-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS GEOLOGY)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	GEOSCIENTIFIC RESEARCH AND FUEL TESTING LABORATORY DIVISION
23	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-1-2023	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS INFORMATION TECHNOLOGY, COMPUTER SCIENCE AND COMPUTER ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	INFORMATION SERVICES DIVISION
24	INFORMATION SYSTEM ANALYST II	OSEC-DOEB-INFOSA2-5-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS INFORMATION TECHNOLOGY, COMPUTER SCIENCE AND COMPUTER ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	INFORMATION TECHNOLOGY DIVISION
25	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-129-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CIVIL, MECHANICAL, CHEMICAL, INDUSTRIAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (WAIVED PURSUANT TO CSC RESOLUTION NO. 07-2245 DATED 12.04.2007)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	NATURAL GAS MANAGEMENT DIVISION
26	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-130-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CIVIL, MECHANICAL, CHEMICAL, INDUSTRIAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (WAIVED PURSUANT TO CSC RESOLUTION NO. 07-2245 DATED 12.04.2007)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	NATURAL GAS MANAGEMENT DIVISION
27	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-13-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	PLANNING DIVISION

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28	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-15-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER MARKET DEVELOPMENT DIVISION
29	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-46-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ECONOMICS, STATISTICS, MECHANICAL AND ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
30	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-22-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ECONOMICS, STATISTICS, MECHANICAL AND ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
31	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-27-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
32	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-45-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
33	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-29-2015	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CHEMISTRY)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION
34	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-50-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (WAIVED PURSUANT TO CSC RESOLUTION NO. 07-2245 DATED 12 04 2007)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
35	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-79-2002	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	SOLAR AND WIND ENERGY MANAGEMENT DIVISION
36	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-50-2016	16	39,672.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	SOLAR AND WIND ENERGY MANAGEMENT DIVISION

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37	ADMINISTRATIVE OFFICER IV	OSEC-DOEB-ADOF4-20-2006	15	36,619.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS PSYCHOLOGY AND BS BA MAJOR IN HUMAN RESOURCE MANAGEMENT)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (SUCH AS PROCESSING GOVERNMENT MANDATED BENEFITS, PERFORMANCE MANAGEMENT, POLICY WRITING, RESEARCH AND LEGAL REVIEW ON EMPLOYEE BENEFITS AND WELFARE, & DRAFTING OPINION/S AND RESPONSES ON ADMINISTRATIVE CASES)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	VERBAL AND WRITTEN COMMUNICATION (COMPETENT LEVEL)	HUMAN RESOURCE MANAGEMENT DIVISION
38	INTERNAL AUDITOR II	OSEC-DOEB-IAUD2-28-2006	15	36,619.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING (SUCH AS AUDITING, ADMINISTRATIVE, ENGINEERING OR INFORMATION TECHNOLOGY)	ONE (1) YEAR OF RELEVANT EXPERIENCE (SUCH AS AUDITING, ADMINISTRATIVE, ENGINEERING OR INFORMATION TECHNOLOGY)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	INTERNAL AUDIT DIVISION
39	TECHNICAL AUDIT SPECIALIST I	OSEC-DOEB-TASP1-16-2016	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ACCOUNTANCY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION
40	TECHNICAL AUDIT SPECIALIST I	OSEC-DOEB-TASP1-17-2016	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ACCOUNTANCY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION
41	TECHNICAL AUDIT SPECIALIST I	OSEC-DOEB-TASP1-6-2016	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ACCOUNTANCY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER COMPLIANCE DIVISION
42	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-17-2002	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY COOPERATION AND COORDINATION DIVISION
43	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-10-2020	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY EFFICIENCY AND CONSERVATION PROGRAM MANAGEMENT AND TECHNOLOGY PROMOTION DIVISION
44	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-6-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY INDUSTRY MANAGEMENT DIVISION - MINDANAO FIELD OFFICE
45	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-8-2021	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY INDUSTRY MANAGEMENT DIVISION - MINDANAO FIELD OFFICE

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46	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-15-2021	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	INVESTMENT PROMOTION OFFICE
47	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-21-2010	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING AND BS INFORMATION TECHNOLOGY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	NATIONAL RENEWABLE ENERGY BOARD TECHNICAL SERVICES AND MANAGEMENT DIVISION
48	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-21-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
49	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-7-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS INFORMATION TECHNOLOGY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
50	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-24-2015	13	31,320.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS INFORMATION TECHNOLOGY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION
51	LEGAL ASSISTANT II	OSEC-DOEB-LEA2-15-2015	12	29,165.00	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 PROCEDURE	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RENEWABLE ENERGY LEGAL SERVICES DIVISION
52	SCIENCE RESEARCH ANALYST	OSEC-DOEB-SRAN-49-2002	11	27,000.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CHEMISTRY)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	GEOSCIENTIFIC RESEARCH AND FUEL TESTING LABORATORY DIVISION
53	ADMINISTRATIVE ASSISTANT III	OSEC-DOEB-ADAS3-1-2019	9	21,211.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES OR HIGHSCHOOL GRADUATE WITH RELEVANT VOCATIONAL/TRADE COURSE	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	INFORMATION AND DATA MANAGEMENT DIVISION
54	SCIENCE RESEARCH ASSISTANT	OSEC-DOEB-SRAS-6-2015	9	21,211.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	ENERGY INDUSTRY MANAGEMENT DIVISION - VISAYAS FIELD OFFICE
55	ADMINISTRATIVE ASSISTANT III	OSEC-DOEB-ADAS3-15-2006	9	21,211.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	OFFICE OF THE DIRECTOR - VISAYAS FIELD OFFICE

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					Education	Training	Experience	Eligibility		
56	ADMINISTRATIVE ASSISTANT III	OSEC-DOEB-ADAS3-7-2010	9	21,211.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	OFFICE OF THE DIRECTOR - RENEWABLE ENERGY MANAGEMENT BUREAU
57	FISCAL CLERK III	OSEC-DOEB-FCK3-23-2002	8	19,744.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION
58	ADMINISTRATIVE ASSISTANT I	OSEC-DOEB-ADAS1-17-2006	7	18,620.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	OFFICE OF THE DIRECTOR-ENERGY POLICY AND PLANNING BUREAU
59	ADMINISTRATIVE ASSISTANT I	OSEC-DOEB-ADAS1-21-2006	7	18,620.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	OFFICE OF THE DIRECTOR-OIL INDUSTRY MANAGEMENT BUREAU
60	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-15-2006	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	ACCOUNTING DIVISION
61	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-13-2012	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	ALTERNATIVE FUELS AND ENERGY TECHNOLOGY DIVISION
62	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-25-2006	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	ENERGY COOPERATION AND COORDINATION DIVISION
63	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-5-2015	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	GEOTHERMAL ENERGY MANAGEMENT DIVISION
64	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-6-2006	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	INVESTMENT PROMOTION OFFICE
65	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-29-2006	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	NATURAL GAS MANAGEMENT DIVISION

No.	Position Title	Plantilla Item Number	Salary Grade	Monthly Salary (Php)	Qualification Standards				Competency (if applicable)	Place of Assignment (All in Manila Office, except otherwise specified)
					Education	Training	Experience	Eligibility		
66	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-1-2018	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	RURAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
67	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-1-2021	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	PLANNING DIVISION
68	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-2-2021	6	17,553.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION
69	ADMINISTRATIVE AIDE IV	OSEC-DOEB-ADA4-3-2022	4	15,586.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	INFORMATION AND DATA MANAGEMENT DIVISION
70	ADMINISTRATIVE AIDE I	OSEC-DOEB-ADA1-13-2006	1	13,000.00	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	N/A	GENERAL SERVICES DIVISION

Interested and qualified applicants should signify their interest in writing. To view the guidelines for applications and list of requirements kindly go to <https://www.doe.gov.ph/job-opportunities>. Accomplish the online application form and upload/attach complete application requirements using the DOE Online Recruitment Portal not later than 18 January 2024.

QUALIFIED APPLICANTS are advised to address their application letter to:

MARIA CECILIA SOFIA P. BALDOZ

Chief Administrative Officer, Human Resource Management Division
Energy Center, Rizal Drive cor. 34th Street, Bonifacio Global City, Taguig City

APPLICATIONS WITH INCOMPLETE DOCUMENTS/REQUIREMENTS SHALL NOT BE ENTERTAINED

Office of the Secretary, DOE
Undersecretary F.W. Fuentebella
Dr. E. B. Morales