



NATIONAL MUSEUM
PAMBANSANG MUSEO

NATIONAL MUSEUM

BULLETIN OF VACANT POSITIONS In Compliance with R.A. 7041

CHIEF ADMINISTRATIVE OFFICER : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-24; Salary/Month P64,416.00; Item No.: NMB-CADOF-18-2016; EDUCATION: Master's degree or Certificate in Leadership and Management from the Civil Service Commission; EXPERIENCE: 4 years of supervisory/management experience; TRAINING: 40 hours of supervisory /management learning and development intervention undertaken within the last 5 years; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

SUPERVISING ADMINISTRATIVE OFFICER : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-22; Salary/Month P52,783.00; Item No.: NMB-SADOF-19-2016; EDUCATION: Bachelor's degree; EXPERIENCE: 3 years of relevant experience; TRAINING: 16 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

ADMINISTRATIVE OFFICER V : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-18; Salary/Month P35,693.00; Item No.: NMB-ADOF5-10 & 11-2016; EDUCATION: Bachelor's degree; EXPERIENCE: 2 years of relevant experience; TRAINING: 8 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

MEDIA PRODUCTION SPECIALIST III : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-18; Salary/Month P35,693.00; Item No.: NMB-MPXS3-23-2016; EDUCATION: Bachelor's degree relevant to the job; EXPERIENCE: 2 years of relevant experience; TRAINING: 8 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

ADMINISTRATIVE OFFICER IV : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-15; Salary/Month ₱27,565.00; Item No.: NMB-ADOF4-13 & 14-2016; EDUCATION: Bachelor's degree; EXPERIENCE: 1 year of relevant experience; TRAINING: 4 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

MEDIA PRODUCTION SPECIALIST II : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-15; Salary/Month ₱27,565.00; Item No.: NMB-MPXS2-24-2016; EDUCATION: Bachelor's degree relevant to the job; EXPERIENCE: 1 year of relevant experience; TRAINING: 4 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

MEDIA PRODUCTION SPECIALIST I : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-11; Salary/Month ₱19,620.00; Item No.: NMB-MPXS1-25-2016; EDUCATION: Bachelor's degree relevant to the job; EXPERIENCE: None required; TRAINING: None required; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

ADMINISTRATIVE ASSISTANT II : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-8; Salary/Month ₱15,818.00; Item No.: NMB-ADAS2-21 & 22-2016; EDUCATION: Completion of two years studies in college; EXPERIENCE: 1 year of relevant experience; TRAINING: 4 hours of relevant training; ELIGIBILITY: Career Service Sub-Professional/First Level Eligibility.

MEDIA PRODUCTION ASSISTANT II : (Exhibition, Editorial and Media Production Services Division); Place of Assignment: Manila; SG-8; Salary/Month ₱15,818.00; Item No.: NMB-MPXAS-26-2016; EDUCATION: Completion of two years studies in college; EXPERIENCE: 1 year of relevant experience; TRAINING: 4 hours of relevant training; ELIGIBILITY: Career Service Sub-Professional/First Level Eligibility.

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