



NATIONAL MUSEUM  
PAMBANSANG MUSEO

## NATIONAL MUSEUM

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

**CHIEF ADMINISTRATIVE OFFICER :** (Research, Collection and Conservation Management Division); Place of Assignment: Manila; SG-24; Salary/Month P64,416.00; Item No.: NMB-CADOF-17-2016; 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 :** (Research, Collection and Conservation Management Division); Place of Assignment: Manila; SG-22; Salary/Month P52,783.00; Item No.: NMB-SADOF-18-2016; 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 :** (Research, Collection and Conservation Management Division); Place of Assignment: Manila; SG-18; Salary/Month P35,693.00; Item No.: NMB-ADOF5-9-2016; EDUCATION: Bachelor's degree; EXPERIENCE: 2 years of relevant experience; TRAINING: 8 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

**ADMINISTRATIVE OFFICER IV :** (Research, Collection and Conservation Management Division); Place of Assignment: Manila; SG-15; Salary/Month P27,565.00; Item No.: NMB-ADOF4-12-2016; EDUCATION: Bachelor's degree; EXPERIENCE: 1 year of relevant experience; TRAINING: 4 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

**ADMINISTRATIVE OFFICER III :** (Research, Collection and Conservation Management Division); Place of Assignment: Manila; SG-14; Salary/Month ₱25,290.00; Item No.: NMB-ADOF3-27-2016; EDUCATION: Bachelor's degree; EXPERIENCE: 1 year of relevant experience; TRAINING: 4 hours of relevant training; ELIGIBILITY: Career Service Professional/Second Level Eligibility.

**ADMINISTRATIVE ASSISTANT II :** (Research, Collection and Conservation Management Division); Place of Assignment: Manila; SG-8; Salary/Month ₱15,818.00; Item No.: NMB-ADAS2-20-2016; 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.

**HUMAN RESOURCE MANAGEMENT DIVISION**  
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