

Republic of the Philippines  
**OFFICE OF THE GOVERNMENT CORPORATE COUNSEL**  
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 OFFICE OF THE GOVERNMENT CORPORATE COUNSEL in the CSC website:

MARC ALEXIS M. ARABE  
**CHIEF ADMINISTRATIVE OFFICER-OIC PERSONNEL SECTION**

Date: August 13, 2021

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 (if applicable)	
1	Government Corporate Attorney I	OGCCB-GOVCA1-1-1998	25-1	98,886.00	Bachelor of Laws	Four (4) hours of relevant training	One (1) year of experience in the practice of law	RA 1080 (Bar)	Knowledge and analytical ability that can identify legal issues from facts, and can draw conclusions and logical reasoning. - Superior Competent in representing a client. - Superior Effective legal writing and oral advocacy. - Superior Ability to train, lead and manage people - Intermediate	Legal Team
		--nothing follows--								

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **August 27, 2021**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating **in the last rating period with a VERY SATISFACTORY rating** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MARC ALEXIS M. ARABE

Chief Administrative Officer- OIC-Personnel Section  
3/F MWSS Administration Building, Katipunan Road,  
[ogccpersonnel DOJ@yahoo.com](mailto:ogccpersonnel DOJ@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**