

Position Title : Computer Programmer II
Place of Assignment : International Affairs Office – Office of the Director
Delegation Bldg., Philippine International
Convention Center (PICC), Vicente Sotto St., Pasay,
Metro Manila

Qualifications

Education : Bachelor's degree relevant to the job
Experience : One (1) year of relevant experience
Training : One (1) year of relevant training
Eligibility : None required

Job Description

1. Develop, enhance, maintain and update information/application systems of the Divisions under the International Affairs Office;
2. Provide technical support in the design, development, deployment and implementation of outsourced systems;
3. Build application system based on Technical Design Document;
4. Design program logic formulations;
5. Develop computer program specifications;
6. Integrate modules;
7. Provide end-users' assistance/training in using/implementing the information/application systems;
8. Coordinate with the Information and Communications Technology Service-Systems Development and Maintenance Division; and
9. Perform other related tasks.

Salary

Equivalent to Salary Grade 15 or Php40,208.00/month

Mode of Employment

Job Order Worker

Interested and qualified applicants must submit their Letter of Intent together with the following documents:

- Duly accomplished and **NOTARIZED** Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized picture (CS Form No. 212, Revised 2017 which can be downloaded [at www.csc.gov.ph](http://www.csc.gov.ph))
- Photocopy of Transcript of Records
- NBI Clearance
- TIN ID

Qualified applicants are advised to email their application not later than **5 March 2025** to:

KHRISTINE S. LABAO

Administrative Officer V (HRMO III)
P. Paredes St. cor. N. Reyes St., Sampaloc, Manila
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