

Republic of the Philippines  
**SUGAR REGULATORY ADMINISTRATION**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

  
DA NAR-10 2025 01/13PM

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

ATTY. BRANDO D. NOROÑA  
Deputy Administrator II

Date: MARCH 14, 2025

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 applicable) (if	
1	Budget Officer IV	84	12	80,796.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility		Administrative and Finance Department/Budget and Treasury Division/Luzon and Mindanao
2	Human Resource Management Officer II	58	10	38,037.00	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		Administrative and Finance Department/General Administrative Division/Human Resource and Records Section/Luzon and Mindanao
3	Accountant II	96	10	43,088.00	Bachelor's degree in Commerce/Business Administration major in Accounting	Four (4) hours of relevant training	One (1) year of relevant experience	RA 1080		Administrative and Finance Department/Accounting Division/Luzon and Mindanao
4	Chemist II	355	10	38,037.00	Bachelor of Science (BS) in Chemistry or an allied degree with at least sixty (60) units in professional Chemistry subjects/courses	Four (4) hours of relevant training	One (1) year of relevant experience	RA 10657 (Chemistry Profession Act)		Regulation Department/Laboratory Services Division/Luzon and Mindanao

  
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5	Records Officer II	61	9	35,326.00	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		Administrative and Finance Department/General Administrative Division/Human Resource and Records Section/Luzon and Mindanao
6	Sugar Production & Regulation Officer I	331	8	28,024.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		Regulation Department/Sugar Transaction Division/Export and Domestic Sugar Section/Luzon and Mindanao
7	Sugar Production & Regulation Officer I	386	8	28,024.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		Regulation Department/Sugar Regulation and Enforcement Division/Luzon and Mindanao

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 April 4, 2025. SRA encourages interested and qualified applicants including persons with disability (PWD), members of indigenous communities those from any sexual orientation and gender identities (SOGI) to signify their interest in writing. SRA complies with the Equal Employment Opportunities Policy (EEOP) and that no person with disability shall be denied access to opportunities for suitable employment. A qualified employee with disability shall be subject to the same terms and conditions of employment and the same compensation, privileges, benefits, incentives or allowances as a qualified able-bodied person.

1. Fully accomplished Personal Data Sheet (PDS) and Work Experience Sheet (WES) 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** (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:

**ATTY. BRANDO D. NOROÑA**  
 Deputy Administrator II  
 SugarCenter Bldg., North Ave., Diliman, Q.U.  
[applicant@sra.gov.ph](mailto:applicant@sra.gov.ph)

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

