

Republic of the Philippines  
**DEPARTMENT OF ENERGY**  
Request for Publication of Vacant Positions

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*[Signature]*  
DAISY B. RAGUINI

OIC-Chief Administrative Officer

Date:

March 03, 2026

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the DEPARTMENT OF ENERGY:

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment (Main Office, Taguig City, unless otherwise specified)
					Education	Training	Experience	Eligibility	Competency/ Area of Specialization/ Residency Requirement (if applicable)	
1	SUPERVISING SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SVRSRS-21-2016	22	81,796.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	SIXTEEN (16) HOURS OF RELEVANT TRAINING	THREE (3) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	GEOHERMAL ENERGY MANAGEMENT DIVISION
2	ACCOUNTANT III	OSEC-DOEB-A3-3-2002	19	59,153.00	BACHELOR'S DEGREE IN ACCOUNTANCY, COMMERCE OR BUSINESS ADMINISTRATION MAJOR IN ACCOUNTING	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEAR OF RELEVANT EXPERIENCE	RA 1080 (CPA)	N/A	ACCOUNTING DIVISION
3	ACCOUNTANT III	OSEC-DOEB-A3-5-2002	19	59,153.00	BACHELOR'S DEGREE IN ACCOUNTANCY, COMMERCE OR BUSINESS ADMINISTRATION MAJOR IN ACCOUNTING	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEAR OF RELEVANT EXPERIENCE	RA 1080 (CPA)	N/A	ACCOUNTING DIVISION
4	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-104-2002	19	59,153.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY EFFICIENCY AND CONSERVATION PERFORMANCE REGULATION AND ENFORCEMENT DIVISION

5	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-80-2002	19	59,153.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY EFFICIENCY AND CONSERVATION PUBLIC SECTOR MANAGEMENT DIVISION
6	SENIOR SCIENCE RESEARCH SPECIALIST	OSEC-DOEB-SRSRS-27-2002	19	59,153.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS JURIS DOCTOR, BS LAW, LEGAL MANAGEMENT, AB PARALEGAL STUDIES)	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	OIL INDUSTRY COMPETITION AND MONITORING DIVISION
7	ADMINISTRATIVE OFFICER V	OSEC-DOEB-ADOF5-19-2006	18	53,818.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE (SUCH AS WITH RELEVANT EXPERIENCE IN GENERAL SERVICES)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	GENERAL SERVICES DIVISION
8	ACCOUNTANT II	OSEC-DOEB-A2-1-2024	16	45,694.00	BACHELOR'S DEGREE IN ACCOUNTANCY, COMMERCE OR BUSINESS ADMINISTRATION MAJOR IN ACCOUNTING	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	RA 1080 (CPA)	N/A	ACCOUNTING DIVISION
9	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-106-2002	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ELECTRIC POWER INDUSTRY MANAGEMENT DIVISION - MINDANAO FIELD OFFICE (DAVAO CITY)
10	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-27-2016	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	HYDROPOWER AND OCEAN ENERGY MANAGEMENT DIVISION

11	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-28-2016	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	HYDROPOWER AND OCEAN ENERGY MANAGEMENT DIVISION
12	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-1-2023	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS DEVELOPMENT COMMUNICATIONS, MASS COMMUNICATIONS OR OTHER RELATED FIELDS OF MEDIA AND PUBLIC RELATIONS)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (SUCH AS WORK EXPERIENCE IN MEDIA RELATIONS, PRESS COVERAGE, SOCIAL MEDIA MARKETING AND VISUAL CONTENT)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	INFORMATION SERVICES DIVISION (TO BE REASSIGNED AT THE OFFICE OF THE ASSISTANT SECRETARY)
13	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-13-2021	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	INVESTMENT PROMOTION OFFICE
14	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-20-2016	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL AND MECHANICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	NATIONAL RENEWABLE ENERGY BOARD TECHNICAL SERVICES AND MANAGEMENT DIVISION
15	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-21-2015	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION

16	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-9-2025	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (SUCH AS WORK STINT IN ELECTRICITY DEMAND FORECASTING, DATABASE MANAGEMENT AND ANALYSIS, AND ENERGY POLICY REPORT)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
17	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-22-2015	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS ELECTRICAL ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	POWER PLANNING AND DEVELOPMENT DIVISION
18	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-31-2015	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS COMPUTER SCIENCE OR COMPUTER ENGINEERING)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (SUCH AS WORK EXPERIENCE ON SOFTWARE DEVELOPMENT)	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION
19	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-40-2002	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS CHEMISTRY)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RETAIL MARKET MONITORING AND SPECIAL CONCERNS DIVISION
20	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-6-2025	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	TOTAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION

21	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-7-2025	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING, STATISTICS, ECONOMICS, OR COMMUNICATIONS)	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	TOTAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
22	SCIENCE RESEARCH SPECIALIST II	OSEC-DOEB-SRAS2-8-2025	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	TOTAL ELECTRIFICATION ADMINISTRATION AND MANAGEMENT DIVISION
23	TECHNICAL AUDIT SPECIALIST II	OSEC-DOEB-TASP2 21-2016	16	45,694.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	CONVENTIONAL ENERGY RESOURCES COMPLIANCE DIVISION
24	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-21-2020	13	36,125.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL ENGINEERING)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	ENERGY UTILIZATION MANAGEMENT DIVISION - MINDANAO FIELD OFFICE (DAVAO CITY)
25	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-13-2010	13	36,125.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS MECHANICAL ENGINEERING)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	GEOHERMAL ENERGY MANAGEMENT DIVISION

26	SCIENCE RESEARCH SPECIALIST I	OSEC-DOEB-SRAS1-9-2010	13	36,125.00	BACHELOR'S DEGREE RELEVANT TO THE JOB (SUCH AS BS ELECTRICAL, MECHANICAL AND CIVIL ENGINEERING)	NONE REQUIRED	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	SOLAR ENERGY MANAGEMENT DIVISION
27	LEGAL ASSISTANT II	OSEC-DOEB-LEA2-15-2016	12	33,947.00	BS LEGAL MANAGEMENT, AB PARALEGAL STUDIES, LAW, POLITICAL SCIENCE OR OTHER ALLIED COURSES	FOUR (4) HOURS OF RELEVANT TRAINING RELEVANT TO LEGAL WORK, SUCH AS LEGAL ETHICS, LEGAL RESEARCH AND WRITING, OR LEGAL PROCEDURE	NONE REQUIRED	CS PROFESSIONAL/ SECOND LEVEL ELIGIBILITY	N/A	RENEWABLE ENERGY LEGAL SERVICES DIVISION
28	ADMINISTRATIVE ASSISTANT IV	OSEC-DOEB-ADAS4-8-2006	10	26,917.00	HIGH SCHOOL GRADUATE (PRIOR TO 2016), OR COMPLETION OF GRADE 10/JUNIOR HIGH SCHOOL (STARTING 2016) OR COMPLETION OF RELEVANT VOCATIONAL/TRADE COURSE	EIGHT (8) HOURS OF RELEVANT TRAINING	TWO (2) YEARS OF RELEVANT EXPERIENCE (SUCH AS WORK EXPERIENCE IN PHOTOGRAPHY, MEDIA COVERAGE, VIDEOGRAPHY, DIGITAL ARTS, SOCIAL MEDIA MARKETING AND VISUAL CONTENT)	MC 11.S. 96-CAT. II (PHOTOGRAPHER ELIGIBILITY)	N/A	PUBLIC AFFAIRS STAFF
29	ADMINISTRATIVE ASSISTANT III	OSEC-DOEB-ADAS3-14-2016	9	24,329.00	COMPLETION OF TWO (2) YEARS COLLEGE STUDIES	FOUR (4) HOURS OF RELEVANT TRAINING	ONE (1) YEAR OF RELEVANT EXPERIENCE (SUCH AS WORK EXPERIENCE IN DATA ENCODING, COMPUTER OPERATIONS AND DOCUMENT MANAGEMENT)	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	RENEWABLE ENERGY LEGAL SERVICES DIVISION
30	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-19-2006	6	19,716.00	COMPLETION OF TWO (2) YEARS STUDIES IN COLLEGE (PRIOR TO 2018) OR COMPLETION OF GRADE 12/SENIOR HIGH SCHOOL (PRIOR TO 2016)	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	ACCOUNTING DIVISION (TO BE REASSIGNED AT THE PAYROLL UNIT OF THE HUMAN RESOURCE MANAGEMENT DIVISION)

31	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-12-2012	6	19,716.00	COMPLETION OF TWO (2) YEARS STUDIES IN COLLEGE (PRIOR TO 2018) OR COMPLETION OF GRADE 12/SENIOR HIGH SCHOOL (PRIOR TO 2016)	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	COAL AND NUCLEAR MINERAL RESOURCES DEVELOPMENT DIVISION
32	ADMINISTRATIVE AIDE VI	OSEC-DOEB-ADA6-2-2022	6	19,716.00	COMPLETION OF TWO (2) YEARS STUDIES IN COLLEGE (PRIOR TO 2018) OR COMPLETION OF GRADE 12/SENIOR HIGH SCHOOL (PRIOR TO 2016)	NONE REQUIRED	NONE REQUIRED	CS SUBPROFESSIONAL / FIRST LEVEL ELIGIBILITY	N/A	INFORMATION AND DATA MANAGEMENT DIVISION
33	ADMINISTRATIVE AIDE IV	OSEC-DOEB-ADA4-16-2006	4	17,506.00	HIGH SCHOOL GRADUATE (PRIOR TO 2016), OR COMPLETION OF GRADE 10/JUNIOR HIGH SCHOOL (STARTING 2016) OR COMPLETION OF RELEVANT VOCATIONAL/TRADE COURSE	NONE REQUIRED	NONE REQUIRED	RELEVANT MC 11, S. 1996 (MECHANIC ELIGIBILITY)	N/A	GENERAL SERVICES DIVISION
34	ADMINISTRATIVE AIDE I	OSEC-DOEB-ADA1-14-2006	1	14,634.00	MUST BE ABLE TO READ AND WRITE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	N/A	GENERAL SERVICES DIVISION

Interested and qualified applicants should signify their interest through an APPLICATION LETTER addressed to the OIC-Chief Administrative Officer (CAO) of the HRMD (recruitment@doe.gov.ph). Applicants must email the following documents on or before March 13, 2026

1. Application Letter. Kindly indicate the position title, plantilla item number, salary grade, and the place of assignment as indicated in this Publication of Vacant Position;
2. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet (WES) and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
3. Electronic copy of School Diploma;
4. Electronic copy of School Transcript of Records;
5. Electronic copy of proof of Eligibility/Rating/License; and
6. Electronic copy of Performance Rating in the last rating period (if applicable).

GUIDELINES FOR APPLICATION AND OTHER REQUIRED DOCUMENTS ARE INDICATED IN THE CAREERS/JOB OPPORTUNITIES PAGE IN THE DOE WEBSITE (<https://doe.gov.ph>)

APPLICATIONS NOT COMPLYING WITH THE GUIDELINES AND RECEIVED BEYOND THE LAST DAY OF PUBLICATION WILL NO LONGER BE ACTED UPON.

*This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identity and/or expression, civil status, religion, and political affiliation.*

*For Gender and Development, female applicants are encourage to apply to Technical Positions.*

*This Office does not discriminate in the selection of employees based on the aforementioned, pursuant to the DOE Equal Employment Opportunity Principle (EEO).*

QUALIFIED APPLICANTS are advised to email their complete, duly scanned, and properly labelled application documents to [recruitment@doe.gov.ph](mailto:recruitment@doe.gov.ph)

**Kindly indicate/specify on the cover letter your first and second choice of position.**

ITEM NUMBER\_POSITION APPLIED FOR\_LAST NAME\_FIRST NAME\_MIDDLE NAME\_POSTING DATE

Example (labelled application documents):

DOEB-OSEC-SRAS2-4-2025\_Science Research Specialist II\_DELA CRUZ\_JUAN\_SANTOS\_March 3 to 13, 2026

Application letter shall be addressed to:

**MS. DAISY D. RAGUINI**

OIC-Chief Administrative Officer, Human Resource Management Division  
Energy Center, Rizal Drive cor. 34th Street, Bonifacio Global City, Taguig City  
[recruitment@doe.gov.ph](mailto:recruitment@doe.gov.ph)

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Office of the Secretary, DOE  
Undersecretary F.W. Fuentesbello  
Dir. E. B. Morales