

National Development Company is Hiring!

If you want to be part of a leading state-owned enterprise, instrumental in enabling industry development and spurring local economies, come and join us!

We are looking for individuals who has the passion and commitment to serve, possess integrity and excellence, with an inclination to financial prudence.

Here are some of the vacant positions you may be interested to apply for:

1. Department Manager III for Legal Department (Plantilla Item No. 14, SG 26)

Job Summary

Responsible for the provision of legal services in the form of providing legal advice, conducting researches and studies, preparing appropriate documentation, litigation, contract administration and other corollary services which will adequately protect and/or enhance NDC's interest.

Qualification Requirements

Applicants must have Bachelor's Degree in Laws or Juris Doctor, with at least five (5) years of supervisory experience (preferably supervisory experience in litigation, legal research and documentation, contract administration and other related functions). The applicants should have at least 120 hours of relevant trainings, and must be a bar passer (RA 1080).

Competency Requirements

Applicants should possess superior **organizational competencies** (commitment to personal development, delivering excellent results, solving problems to achieve results, collaborating with stakeholders and/or partners, exemplifying integrity and professionalism and communicating for results); with superior **leadership and managerial competencies** (engaging and empowering employees and managing performance); and with superior **legal functional competencies** (*legal research, writing pleadings and other case-related documents, case handling, legal documentation, legal counselling, inquiry and investigation, oral argumentation and negotiations*).

Interested? Please submit your letter of intent and credentials thru email, courier or hand-carry not later than **February 4, 2020** to:

MELANIE M. AGUELO

HRMO III

NATIONAL DEVELOPMENT COMPANY

7th Floor, NDC Bldg., 116 Tordesillas Street Salcedo Village, Makati City

Email address: hr@ndc.gov.ph

[You may also visit our website at www.ndc.gov.ph and submit your application online.](http://www.ndc.gov.ph)

List of Requirements

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-size picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph
2. Performance rating in the present position for one (1) rating period (for government employees);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of relevant training certificates; and
5. Photocopy of Transcript of Records/Diploma

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

THE NATIONAL DEVELOPMENT COMPANY ADHERES TO THE EXISTING GENERAL POLICY OF NO DISCRIMINATION BASED ON GENDER IDENTITY, SEXUAL ORIENTATION, DISABILITIES, RELIGION AND/OR INDIGENOUS GROUP MEMBERSHIP IN THE IMPLEMENTATION OF ITS RECRUITMENT, SELECTION AND PLACEMENT.