

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. Accountant IV for Accounting Unit (Plantilla Item No. 26, SG 20)

Job Summary

Responsible for maintaining the accounting system and related procedures; in maintaining the corporate books of accounts and other accounting records; and in preparing financial statements and other external reporting purposes in conformity with corporate policies and standards; auditing policies and procedures established by the COA and generally accepted accounting principles and standards.

Qualification Requirements

Applicants must have Bachelor's Degree in in accounting/accountancy and preferably supplemented by at least 18 relevant MA units, with at least three (3) years' experience in accounting and other related fields. The applicants should have at least 16 hours training in accounting operations and other development courses, and must be a Certified Public Accountant.

Competency Requirements

Applicants should possess advanced **organizational competencies** (commitment to both technical and personal development, strategic and systems thinking, delivering excellent results, solving problems to achieve results, collaborating with stakeholders and/or partners, exemplifying integrity and professionalism and communicating for results); with advanced **leadership and managerial competencies** (organizational strengthening, engaging and empowering employees and managing performance); and with advanced **functional competencies** (*financial recording and bookkeeping, financial*

recording and compliance, management reporting and analysis, financial analysis, disbursement processing, payroll administration and tax management).

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.