

SMALL BUSINESS CORPORATION
VACANT POSITIONS UNDER CONTRACT-OF-SERVICE
as of 18 March 2026

No.	Position	Group Where the Vacancy	Number of Vacancy	Salary Grade	Monthly Basic Pay	Qualification Standards					Place of Assignment
						Education	Training	Experience	Eligibility	Competency	
1	Provincial Coordinator	Northern Luzon Group	1	12	22,938 (with Additional 20% Premium)	Bachelor's degree relevant to the job	(none required)	At least 1 year of relevant experience	(none required)	1. Relationship Management 2. Working With Others 3. Critical Thinking 4. Managing Risks 5. Planning and Organizing / Project Management 6. Results Orientation 7. Product and Process Management 8. Technology and Digital Expertise 9. Regulatory Compliance and Policy	Apayao
2	Fund Administrator	Human Resource-SBGFC Employees Provident Fund Inc.	1	15	30,531 (with Additional 20% Premium)	Bachelor's degree relevant to the job	(none required)	At least 1 year of relevant experience	(none required)	1. Relationship Management 2. Working With Others 3. Critical Thinking 4. Managing Risks 5. Planning and Organizing / Project Management 6. Results Orientation 7. Product and Process Management 8. Technology and Digital Expertise 9. Regulatory Compliance and Policy	Makati
3	Audit Staff	Internal Audit Group	2	11	20,754 (with Additional 20% Premium)	Bachelor's degree relevant to the job	(none required)	At least 1 year of relevant experience	(none required)	1. Relationship Management 2. Working With Others 3. Critical Thinking 4. Managing Risks 5. Planning and Organizing / Project Management 6. Results Orientation 7. Product and Process Management 8. Technology and Digital Expertise 9. Regulatory Compliance and Policy	Makati
4	Business Process and Methods Staff	Planning and Policy Management Group	1	13	25,232 (with Additional 20% Premium)	Bachelor's degree relevant to the job	(none required)	At least 1 year of relevant experience	(none required)	1. Relationship Management 2. Working With Others 3. Critical Thinking 4. Managing Risks 5. Planning and Organizing / Project Management 6. Results Orientation 7. Product and Process Management 8. Technology and Digital Expertise 9. Regulatory Compliance and Policy	Makati
5	Legal Specialist (Lawyer)	Legal Services Group (to be deployed in Visayas Group)	1	18	40,637 (with Additional 20% Premium)	Bachelor's degree relevant to the job	(none required)	At least 1 year of relevant experience	RA 1080 (Bar)	1. Relationship Management 2. Working With Others 3. Critical Thinking 4. Managing Risks 5. Planning and Organizing / Project Management 6. Results Orientation 7. Product and Process Management 8. Technology and Digital Expertise 9. Regulatory Compliance and Policy	Cebu
6	Asset Recovery Staff	Credit Support and Asset Recovery Group (to be deployed in Northern Luzon Group)	1	13	25,232 (with Additional 20% Premium)	Bachelor's degree relevant to the job	(none required)	At least 1 year of relevant experience	(none required)	1. Relationship Management 2. Working With Others 3. Critical Thinking 4. Managing Risks 5. Planning and Organizing / Project Management 6. Results Orientation 7. Product and Process Management 8. Technology and Digital Expertise 9. Regulatory Compliance and Policy	Baguio
7	Programmer	Information Technology Group	1	13	25,232 (with Additional 20% Premium)	Bachelor's degree relevant to the job	(none required)	At least 1 year of relevant experience	(none required)	1. Relationship Management 2. Working With Others 3. Critical Thinking 4. Managing Risks 5. Planning and Organizing / Project Management 6. Results Orientation 7. Product and Process Management 8. Technology and Digital Expertise 9. Regulatory Compliance and Policy	Makati

aufana@sbcorp.gov.ph.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

3/18/26