

Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES in the CSC website:


MARIFEN O. BENIGA

Human Resource Management Officer III

Date: May 19, 2023

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 (if applicable)	
1	Accountant III	OSEC-DENRB-A3-10-1998	19	51357	Bachelor's degree in Commerce/Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080		497.0000 Finance Division
2	Attorney II	OSEC-DENRB-ATY2-36-1998	18	39672	Bachelor of Laws	None Required	None Required	RA 1080		505.0000 Legal Division
3	Accountant I	OSEC-DENRB-A1-36-1998	12	29165	Bachelor's degree in Commerce/Business Administration major in Accounting	None Required	None Required	RA 1080		497.0000 Finance Division

Interested and qualified applicants should signify their interest in writing. Attach the following documents and send to official email address below not later than May 30, 2023.

1. Application Letter (indicating the position applied for, item number, and name of the office where the vacancy exist);
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
3. Work Experience Sheet (attachment to PDS) which can be downloaded at www.csc.gov.ph;
4. Copy of Performance Rating in the last rating period - July to December 2022 (if applicable);
5. Copy of authenticated/certified true copy of certificate of eligibility/bar or board rating and valid license ID;
6. Copy of authenticated/certified true copy of School Credentials (Transcript of Records, Diploma and/or certificate of graduation/ units earned);
7. Copy of certificate of trainings/seminars attended (if applicable)

This Office highly encourages all interested & qualified applicants including Persons with Disability (PWD), members of IP communities and those from any Sexual Orientation & Gender Identities (SOGI) to apply for the above vacant positions.

* Application Letter must be emailed first to denr8hrmpsb1@gmail.com

* HRMP SB Secretariat will acknowledge receipt of your application with a link for google form where you can upload the abovementioned required documents

* Submission of hard copies of Application and other pertinent documents are not allowed.

QUALIFIED APPLICANTS are advised to send their application letter through email to:

ARTURO E. FADRIQUELA

OIC, Regional Executive Director

DENR Regional Office 8, Sto Niño Ext., Tacloban City

denr8hrmpsb1@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.