

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

**CIVIL SERVICE COMMISSION (CSC)**

is to request the publication of the following vacant positions of **Department of Environment and Natural Resources** in the CSC website:

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**MAY 30 2018 2:52 PM**  
**CIVIL SERVICE COMMISSION**  
**LEYTE FIELD OFFICE I**

**ATTY. CRIZALDY M. BARCELO, CESO III**

*(Head of Agency)*

Date: **May 30, 2018**

Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
				Education	Experience	Training	Eligibility		
Chief Administrative Officer	OSEC-DENRB-CADOF-71-2014	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service (Professional) Second Level Eligibility	Provides timely solutions to problems even without available data and comes up with appropriate and sound alternative to resolve a decision dilemma.  Designs and/or sets standards for a written material used within the bureaucracy while demonstrating independence producing written word.  Facilitates and influences target audience such as the heads of the Agency and external partners/clients focus of communication to relay information, build motivation and call for action.	505.2102 PENRO Northern Samar, Management Services Division
Chief Administrative Officer	OSEC-DENRB-CADOF-73-2014	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service (Professional) Second Level Eligibility	Provides timely solutions to problems even without available data and comes up with appropriate and sound alternative to resolve a decision dilemma.  Designs and/or sets standards for a written material used within the bureaucracy while demonstrating independence producing written word.  Facilitates and influences target audience such as the heads of the Agency and external partners/clients focus of communication to relay information, build motivation and call for action.	505.2302 PENRO Samar, Management Services Division

Qualification Standards									
Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Education	Experience	Training	Eligibility	Competency (if applicable)	Place of Assignment
Chief Administrative Officer	OSEC-DENRB-CADOF-74-2014	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service (Professional) Second Level Eligibility	Provides timely solutions to problems even without available data and comes up with appropriate and sound alternative to resolve a decision dilemma.  Designs and/or sets standards for a written material used within the bureaucracy while demonstrating independence producing written word.  Facilitates and influences target audience such as the heads of the Agency and external partners/clients focus of communication to relay information, build motivation and call for action.	505.2402 PENRO Southern Leyte, Management Services Division
Community Environment and Natural Resources Officer	OSEC-DENRB-CENRO-168-1998	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service Professional/ Second Level Eligibility	Formulates and recommends strategies, policies, guidelines, procedures and criteria for the development and implementation of the monitoring and evaluation of all DENR-RO programs and projects.  Exemplifies to and leads others to support the DENR's vision, mission, values, goals and objectives.  Ensures that work processes, procedures and resources provide for on-going growth	505.2404 CENRO Sanluan, Southern Leyte
Community Environment and Natural Resources Officer	OSEC-DENRB-CENRO-169-1998	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service Professional/ Second Level Eligibility	Formulates and recommends strategies, policies, guidelines, procedures and criteria for the development and implementation of the monitoring and evaluation of all DENR-RO programs and projects.  Exemplifies to and leads others to support the DENR's vision, mission, values, goals and objectives.  Ensures that work processes, procedures and resources provide for on-going growth	505.2304 CENRO Basey (Sta. Rita), Samar

Qualification Standards									
Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Education	Experience	Training	Eligibility	Competency (if applicable)	Place of Assignment
Chief Administrative Officer	OSEC-DENRB-CADOF-74-2014	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service (Professional/ Second Level Eligibility)	Provides timely solutions to problems even without available data and comes up with appropriate and sound alternative to resolve a decision dilemma.  Designs and/or sets standards for a written material used within the bureaucracy while demonstrating independence producing written word.  Facilitates and influences target audience such as the heads of the Agency and external partners/clients focus of communication to relay information, build motivation and call for action.	505.2402 PENRO Southern Leyte, Management Services Division
Community Environment and Natural Resources Officer	OSEC-DENRB-CENRO-168-1998	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service (Professional/ Second Level Eligibility)	Formulates and recommends strategies, policies, guidelines, procedures and criteria for the development and implementation of the monitoring and evaluation of all DENR-RO programs and projects.  Exemplifies to and leads others to support the DENR's vision, mission, values, goals and objectives.  Ensures that work processes, procedures and resources provide for on-going growth	505.2404 CENRO SanJuan, Southern Leyte
Community Environment and Natural Resources Officer	OSEC-DENRB-CENRO-169-1998	73,299.00/24	879,588.00	Master's Degree OR Certificate in Leadership & Mgt. from CSC	4 years of supervisory/ Mgt experience	40 hours of Supervision/ Mgt learning & dev't. intervention undertaken within the last 5 years	Career Service (Professional/ Second Level Eligibility)	Formulates and recommends strategies, policies, guidelines, procedures and criteria for the development and implementation of the monitoring and evaluation of all DENR-RO programs and projects.  Exemplifies to and leads others to support the DENR's vision, mission, values, goals and objectives.  Ensures that work processes, procedures and resources provide for on-going growth	505.2304 CENRO Basey (Sta. Rita), Samar

Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards						Place of Assignment
				Education	Experience	Training	Eligibility	Competency (if applicable)		
III	OSEC-DENRB-FORST3-106-1998	38,085.00/18	457,020.00	Bachelor's degree in Forestry	2 years of relevant experience	8 hours of relevant training	RA 1080 (Licensed Forester)	Leads the identification of interventions and integrating strategies across sectors  Leads the identification of appropriate resource management and restoration strategies of various ecosystems  Leads the preparation of NRM-related Plans (FLUP, CRMP, ISWMP, PAMP, IRBM, IWRM) and integration to LGU Plans	505.2304 CENRO Basey (Sta. Rita), Samar	
III	OSEC-DENRB-ATY3-44-1998	52,554.00/21	630,648.00	Bachelor of Laws	1 year of relevant experience	4 hours of relevant training	RA 1080 (BAR Passer)	Sees through/leads the delivery of legal research activities  Sees through/leads the management and disposition of ENR appealed cases and other legal concerns  Leads the handling of cases before the regular courts and quasi-judicial bodies.	505.0000 Legal Division, DENR Regional Office 8	
II	OSEC-DENRB-ATY2-36-1998	38,085.00/18	457,020.00	Bachelor of Laws	None required	None required	RA 1080 (BAR Passer)	Sees through/leads the delivery of legal research activities  Sees through/leads the management and disposition of ENR appealed cases and other legal concerns  Leads the handling of cases before the regular courts and quasi-judicial bodies.	505.0000 Legal Division, DENR Regional Office 8	
II (Geodetic Engineer)	OSEC-DENRB-ENG2-67-2014	31,765.00/16	381,180.00	Bachelor's degree in Geodetic Engineering	1 year of relevant experience	4 hours of relevant training	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities.  Implements LAMS application and development for resource mapping  Conducts land management activities	505.2104 CENRO Pambujan, Northern Samar	
II (Geodetic Engineer)	OSEC-DENRB-ENG2-70-2014	31,765.00/16	381,180.00	Bachelor's degree in Geodetic Engineering	1 year of relevant experience	4 hours of relevant training	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities.  Implements LAMS application and development for resource mapping  Conducts land management activities	505.2205 CENRO Borongan, Eastern Samar	

Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
				Education	Experience	Training	Eligibility	Competency (if applicable)	
Assistant Officer	OSEC-DENRB-DMO2-204-2014	29,010.00/15	348,120.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	Applies IEM and other related approaches to Natural Resources Management (NRM) Identifies interventions and integrating strategies across sectors thru consensus Undertakes identification of appropriate resource management and restoration strategies of various ecosystems	505.1100 Conservation & Development Division, DENR Regional Office 8, Tacloban City
Assistant Officer	OSEC-DENRB-DMO2-198-2014	29,010.00/15	348,120.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	Applies IEM and other related approaches to Natural Resources Management (NRM) Identifies interventions and integrating strategies across sectors thru consensus Undertakes identification of appropriate resource management and restoration strategies of various ecosystems	505.2503 PENRO Leyte, Technical Services Division
Management	OSEC-DENRB-FMS2-23-1998	29,010.00/15	348,120.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	Evaluates effectiveness of tenure holders based on organizational, stewardship, protection and management capabilities Implements ENR law enforcement activities	505.1200 Surveys and Mapping Division, DENR Regional Office 8, Tacloban City
Administrative Officer	OSEC-DENRB-ADOF4-327-2004	29,010.00/15	348,120.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	Implements compensation, benefits and welfare administration policies. Implements applicable DENR, CSC, DBM and CESB laws, rules and regulations in the processing of personnel actions. Conducts employee counselling and coaching activities.	505.2102 Management Services Division, PENRO Northern Samar
Administrative Officer	OSEC-DENRB-ADOF3-81-2004	26,494.00/14	317,928.00	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	Monitors the work progress of the requests, complaints, observations and suggestions. Implements records management activities Implements computerized records management activities	505.1300 Licenses, Patents and Deeds Division, DENR Regional Office 8, Tacloban City

Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards						Place of Assignment
				Education	Experience	Training	Eligibility	Competency (if applicable)		
Engineer I (Geodetic Engineer)	OSEC-DENRB-ENG1-36-2014	22,149.00/12	265,788.00	Bachelor's degree in Geodetic Engineering	None required	None required	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities. Implements LAMS application and development for resource mapping Conducts land management activities	505.2104 CENRO Pambujan, Northern Samar	
Engineer I (Geodetic Engineer)	OSEC-DENRB-ENG1-9-1998	22,149.00/12	265,788.00	Bachelor's degree in Geodetic Engineering	None required	None required	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities. Implements LAMS application and development for resource mapping Conducts land management activities	505.2105 CENRO Borongon, Eastern Samar	
Engineer I (Geodetic Engineer)	OSEC-DENRB-ENG1-11-1998	22,149.00/12	265,788.00	Bachelor's degree in Geodetic Engineering	None required	None required	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities. Implements LAMS application and development for resource mapping Conducts land management activities	505.2105 CENRO Catarman, Northern Samar	
Engineer I (Geodetic Engineer)	OSEC-DENRB-ENG1-34-2014	22,149.00/12	265,788.00	Bachelor's degree in Geodetic Engineering	None required	None required	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities. Implements LAMS application and development for resource mapping Conducts land management activities	505.2105 CENRO Catarman, Northern Samar	
Engineer I (Geodetic Engineer)	OSEC-DENRB-ENG1-17-1998	22,149.00/12	265,788.00	Bachelor's degree in Geodetic Engineering	None required	None required	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities. Implements LAMS application and development for resource mapping Conducts land management activities	505.2404 CENRO SanJuan, Southern Leyte	
Engineer I (Geodetic Engineer)	OSEC-DENRB-ENG1-40-2014	22,149.00/12	265,788.00	Bachelor's degree in Geodetic Engineering	None required	None required	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities. Implements LAMS application and development for resource mapping Conducts land management activities	505.2404 CENRO SanJuan, Southern Leyte	
Engineer I (Geodetic Engineer)	OSEC-DENRB-ENG1-14-1998	22,149.00/12	265,788.00	Bachelor's degree in Geodetic Engineering	None required	None required	RA 1080 (Geodetic Engineer)	Conducts surveying and mapping activities. Implements LAMS application and development for resource mapping Conducts land management activities	505.2405 CENRO Maasin, Southern Leyte	

No.	Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of A
					Education	Experience	Training	Eligibility	Competency (if applicable)	
23	Ecosystems Management Specialist I	OSEC-DENRB-ECOMS1- 208-2014	20,179.00/11	242,148.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Undertakes allocation and delineation of land and marine resources based on their peculiar characteristics for optimum use and minimized risk  Undertakes characterization of ecosystem and use of planning tools and procedures  Applies mitigative and adaptive solutions to climate change	505.2301 Offi PENRO, Sam
24	Forester I	OSEC-DENRB-FORST1- 707-1998	20,179.00/11	242,148.00	Bachelor's degree in Forestry	None required	None required	RA 1080 (Licensed Forester)	Identifies interventions and integrating strategies across sectors thru consensus  Undertakes identification of appropriate resource management and restoration strategies of various ecosystems	505.2304 CEN (Sta. Rita), Sa
25	Forester I	OSEC-DENRB-FORST1- 691-1998	20,179.00/11	242,148.00	Bachelor's degree in Forestry	None required	None required	RA 1080 (Licensed Forester)	Identifies interventions and integrating strategies across sectors thru consensus  Undertakes identification of appropriate resource management and restoration strategies of various ecosystems	505.2505 CEN Albuera, Leyte
26	Forester I	OSEC-DENRB-FORST1- 674-1998	20,179.00/11	242,148.00	Bachelor's degree in Forestry	None required	None required	RA 1080 (Licensed Forester)	Identifies interventions and integrating strategies across sectors thru consensus  Undertakes identification of appropriate resource management and restoration strategies of various ecosystems	505.2603 PEN Technical Serv Division
27	Land Management Officer I	OSEC-DENRB-LAMO1-34- 1998	20,179.00/11	242,148.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Conducts land management activities  Maintains an updated and orderly filing system of land records  Conducts land management and resource regulation activities	505.2504 CEN Leyte
28	Special Investigator I	OSEC-DENRB-SPL1-31- 1998	20,179.00/11	242,148.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Assist in the land management and resource regulation activities  Evaluates effectiveness of tenure holders based on organizational, stewardship, protection and management capabilities	505.1300 Licel Patents and D Division, DENR Office 8, Taolo

Qualification Standards

No.	Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Education	Experience	Training	Eligibility	Competency (if applicable)	Place of Assignment
29	Administrative Officer I (Records Officer I)	OSEC-DENRB-ADOF1-504-2004	18,718.00/10	224,616.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Implements records management activities Implements computerized records management activities	505.1300 Lic Patents and Division, DENR Office 8, Taguig
30	Administrative Officer I (Records Officer I)	OSEC-DENRB-ADOF1-535-2004	18,718.00/10	224,616.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Implements records management activities Implements computerized records management activities	505.2204 CE Dolores, East City, Leyte
31	Administrative Officer I (Records Officer I)	OSEC-DENRB-ADOF1-514-2004	18,718.00/10	224,616.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Implements records management activities Implements computerized records management activities	505.2506 CE Samar, Manila Services Division
32	Administrative Officer I (Supply Officer I)	OSEC-DENRB-ADOF1-520-2004	18,718.00/10	224,616.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Has Intermediate Skill/ Working Knowledge on RA 9184 and e-procurement; and applies limited technical skills and demonstrates limited knowledge of emerging technology (e.g. IT, processes, methodologies, etc.) on procurement management related activities.  Has Intermediate Skill/ Working Knowledge property inventory and disposal management activities; and applies limited technical skills and demonstrates limited knowledge of emerging technology (e.g. IT, processes, methodologies, etc.) on procurement management related activities.	505.2505 CE Samar, Manila Services Division
33	Credit Officer I	OSEC-DENRB-CROF1-115-2014	17,473.00/09	209,676.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	Performs cash management activities	505.2505 CE Albuera, Leyte
34	Administrative Assistant III (Computer Operator II)	OSEC-DENRB-ADAS3-67-2014	17,473.00/09	209,676.00	Completion of two (2) years studies in college or High School Graduate with relevant vocational/trade	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) Data Encoder (MC 11, s.96-Cat I) First Level Eligibility	Implements complete staff work Implements computerized records management activities	505.2102 P Northern Samar Management Division



**Qualification Standards**

No.	Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Education	Experience	Training	Eligibility	Competency (if applicable)	Place of Assi
35	Cartographer II	OSEC-DENRB-CGR2-65-2014	16,282.00/08	195,384.00	Completion of two (2) years studies in college or High School Graduate with relevant vocational/trade course	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) Draftsman or Illustrator (MC 11, s.96-Cat I) First Level Eligibility	Assists in surveying and mapping activities. Knows basic knowledge in GIS and other related software Has knowledge in LAMS and other related software	505.2506 CENR City, Leyte
36	Forest Technician II	OSEC-DENRB-FORT2-556-2014	16,282.00/08	195,384.00	Completion of two years studies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility	Assists in the characterization of ecosystem and use of planning tools and procedures Assists in applying mitigative and adaptive solutions to climate change Assists in social marketing and extension support activities to improve ENRM	505.2506 CENR City, Leyte
37	Administrative Assistant I (Computer Operator I)	OSEC-DENRB-ADAS1-138-2014	15,254.00/07	183,048.00	Completion of two (2) years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional) Data Encoder (MC 11, s.96-Cat I) First Level Eligibility	Assists in computerized records management activities Assists in discharging complete staff work	501.0000 Adm Division, DENR Office 8, Tacloban
38	Administrative Aide VI	OSEC-DENRB-ADA6-540-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Assists in computerized records management activities Assists in discharging complete staff work	505.1400 Enfo Division
39	Administrative Aide VI	OSEC-DENRB-ADA6-497-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Has basic skills / knowledge/ understanding on property inventory and disposal management activities; and requires assistance to apply technical skills; and displays limited knowledge of technologies Assists in discharging complete staff work Assists in computerized records management activities	505.2303 PENR Technical Serv Division

Qualification Standards										
No.	Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Education	Experience	Training	Eligibility	Competency (if applicable)	Place of A
40	Administrative Aide VI	OSEC-DENRB-ADA6-523-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Has basic skills / knowledge/ understanding on property inventory and disposal management activities; and requires assistance to apply technical skills; and displays limited knowledge of technologies  Assists in discharging complete staff work  Assists in computerized records management activities	505.2506 CE City, Leyte
41	Administrative Aide VI	OSEC-DENRB-ADA6-525-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Has basic skills / knowledge/ understanding on property inventory and disposal management activities; and requires assistance to apply technical skills; and displays limited knowledge of technologies  Assists in discharging complete staff work  Assists in computerized records management activities	505.2602 PE Management Division
42	Cartographer I	OSEC-DENRB-CGR1-67-2014	14,340.00/06	172,080.00	Completion of two (2) years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional) Draftsman or Illustrator (MC 11, s.96-Cat I) First Level Eligibility	Assists in surveying and mapping activities.  Knows basic knowledge in GIS and other related software  Has knowledge in LAMS and other related software	505.2104 CE Pambujan, N Samar
43	Forest Technician I	OSEC-DENRB-FORT1-778-2014	14,340.00/06	172,080.00	Completion of two (2) years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Assists in the characterization of ecosystem and use of planning tools and procedures  Assists in applying mitigative and adaptive solutions to climate change  Assists in social marketing and extension support activities to improve ENRM	505.2104 CE Pambujan, N Samar

No.	Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
44	Forest Technician I	OSEC-DENRB-FORT1-787-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Assists in the characterization of ecosystem and use of planning tools and procedures Assists in applying mitigative and adaptive solutions to climate change Assists in social marketing and extension support activities to improve ENRM	505.2105 CE Catarman, N Samar
45	Forest Technician I	OSEC-DENRB-FORT1-788-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Assists in the characterization of ecosystem and use of planning tools and procedures Assists in applying mitigative and adaptive solutions to climate change Assists in social marketing and extension support activities to improve ENRM	505.2105 CE Catarman, N Samar
46	Forest Technician I	OSEC-DENRB-FORT1-796-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Assists in the characterization of ecosystem and use of planning tools and procedures Assists in applying mitigative and adaptive solutions to climate change Assists in social marketing and extension support activities to improve ENRM	505.2205 CE Borongan, E Samar
47	Forest Technician I	OSEC-DENRB-FORT1-838-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Assists in the characterization of ecosystem and use of planning tools and procedures Assists in applying mitigative and adaptive solutions to climate change Assists in social marketing and extension support activities to improve ENRM	505.2506 CE City, Leyte
48	Forest Technician I	OSEC-DENRB-FORT1-845-2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Assists in the characterization of ecosystem and use of planning tools and procedures Assists in applying mitigative and adaptive solutions to climate change Assists in social marketing and extension support activities to improve ENRM	505.2603 PE Technical Services Division

No.	Position Title	Plantilla Item No. OSEC-DENRB	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assig
					Education	Experience	Training	Eligibility	Competency (if applicable)	
49	Land Management Inspector	OSEC-DENRB-LAMI-218- 2014	14,340.00/06	172,080.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	Has knowledge in LAMS and other related software  Assists in land management activities	505.2105 CENRO Catarmar, North Samar
50	Forest Ranger	OSEC-DENRB-FORA-920- 1998	12,674.00/04	152,088.00	High School Graduate	None required	None required	None required (MC 11 s.96 Cat III)	Assists in the application of IEM and other related approaches to Natural Resources Management (NRM)  Assists in allocation and delineation of land and marine resources based on their peculiar characteristics for optimum use and minimized risk	505.2505 CENRO Albuera, Leyte

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **July 16, 2018**.

1. 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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

**ATTY. CRIZALDY M. BARCELO, CESO III**

*Regional Director*

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

email address: [denrpersonnelr8@gmail.com](mailto:denrpersonnelr8@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**



Republic of the Philippines  
**NATIONAL POLICE COMMISSION**  
 Regional Office No. VIII  
 760 Real St., Sagkahan District, Tacloban City

**Request for Publication of Vacant Position**

TO: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the vacant position of NATIONAL POLICE COMMISSION Regional Office 8, in the CSC website:

ATTY. JOHNSON G. REYES, CESE  
 (Head of Agency)  
 Date: May 29, 2017



No.	Position Title	Plantilla Item No.	Salary/Job Pay Grade	Monthly Salary	Qualification Standards				Plat Assign	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Administrative Aide III	NAPOLCOMB-ADA3-68-2005	SG 3	P11,914.00	Completion of two-year college studies	None required	None required	Career Service Sub-Professional/ First Level Eligibility		Police Appella
2	Administrative Aide IV	NAPOLCOMB-ADA4-119-2005	SG 4	P12,674.00	Completion of two-year college studies	None required	None required	Career Service Sub-Professional/ First Level Eligibility		Admin Division
3	Administrative Officer III	NAPOLCOMB-ADOF3-46-2005	SG 14	P26,494.00	Bachelor's Degree relevant to the job	4 hours relevant training	1 year relevant experience	Career Service (Professional)/ Second Level Eligibility		Admin Division

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than June 20, 2018.

1. 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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable)
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

ATTY. JOHNSON G. REYES, CESE  
 Acting Regional Director  
 NATIONAL POLICE COMMISSION  
 760 Real St. Sagkahan District, Sagkahan, Tacloban City

[www.napolcom8@yahoo.com](http://www.napolcom8@yahoo.com)

APPLICATION WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED

Republic of the Philippines  
PAROLE AND PROBATION ADMINISTRATION, REGION VIII  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Parole and Probation Administration, R8 in the CSC website:



*[Signature]*  
RUTH A. CATUCOD  
AO IV

Date: 5/29/2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Probation Officer II	PPAB-PROB2-119-1998	15	29,010.00	BACHELOR'S DEGREE IN SOCIAL WORK, SOCIOLOGY, PSYCHOLOGY, CRIMINOLOGY, PENOLOGY, POLICE SCIENCE, POLICE ADMINISTRATION OR OTHER RELATED FIELDS	ONE (1) YEAR OF PROGRESSIVELY RESPONSIBLE EXPERIENCE IN PROBATION OR OTHER RELATED WORK	FOUR (4) HOURS OF RELEVANT TRAINING	Career Service Professional (CSP) or RA 1080 or any appropriate eligibility for second level position	N/A	Within Region VIII
2	Administrative Aide IV	PPAB-ADA4-175-2005	4	12,674.00	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	NO RELEVANT TRAINING REQUIRED	NO RELEVANT EXPERIENCE REQUIRED	Career Service Sub- Professional or any appropriate eligibility for first level position	N/A	Within Region VIII

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than June 29, 2018, to wit:

1. 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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records;
5. Photocopy of certificate of trainings (if any); and
6. Photocopy of certificate of recognitions/honors/awards received (if any).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email (scanned documents) their application to:

**ROSANA V. SOLITE**  
Regional-Officer-In-Charge  
Parole and Probation Administration, R8  
Bulwagan ng Katarungan, R. Magsaysay Blvd.  
6500 Tacloban City, Leyte  
E-mail Address: [ppadoiregionalofficeviii@gmail.com](mailto:ppadoiregionalofficeviii@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CS Form No. 9  
Series of 2017

Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

Republic of the Philippines  
LGU Calubian, Leyte  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of LGU Calubian in the CSC website:

  
HON. DOROTEO N. PALCONIT  
(Head of Agency)

Date: May 30, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Administrative Assistant V(Project Devt Officer I)	27	G-11	P 14,890.00	Bachelor's degree relevant to the job	None Required	None Required	None Required	Career Service (Professional Second Level Eligibility)	MPDC Office
2	Administrative Aide VI (Clerk III)	3	G-06	P 10,388.00	Completion of two years studies in college	None Required	None Required	None Required	Career Service Sub-Professional First Level Eligibility)	Mayor's Office
3	Administrative Aide IV(Mechanic I)	73	G-04	P 9,116.00	High School Graduate or Completion of relevant Vocational/Trade Course	None Required	None Required	None Required	Mechanic (MC II, s. 96 - cat. I)	MEO

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than

1. 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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

Hon. Dorotheo N. Palconit  
Municipal Mayor  
LGU Calubian, Leyte  
[calubianlgui@yahoo.com](mailto:calubianlgui@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

Republic of the Philippines  
Local Government Unit of Palo, Leyte  
Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of the Local Government Unit of Palo, Leyte in the CSC website:



*[Signature]*  
REMEDIOS L. PETILLA  
(Head of Agency)

Date: 5/25/2018

Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
Senior Administrative Assistant III (Private Secretary II)	002	SG-15	23,208.00	Completion of two years studies in college	None required	None Required	None Required	None Required	Mayor's Office, LGU-Palo, Leyte
Administrative Aide III (Driver I)	005	SG-3	9,531.00	Elementary School Graduate	None required	None Required	Driver's License (MC 11, s. 96-Cat. II)		Mayor's Office, LGU-Palo, Leyte
Librarian I	007	SG-11	16,143.00	Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education or Arts major in Library Science+F24	None required	None Required	RA 1080		Mayor's Office, LGU-Palo, Leyte
Administrative Aide I (Utility Worker I)	009	SG-1	8,408.00	Must be able to read and write	None required	None Required	None required (MC 11, s. 96-Cat. III)		Mayor's Office, LGU-Palo, Leyte



Local Disaster Risk Reduction and Management Officer III	011-E	SG-18	30,468.00	Bachelor's Degree	Two (2) years of relevant experience on Disaster Risk Reduction Management	Eight (8) hours of relevant training on Disaster Risk Reduction and Management	Career Service Professional/Second Level Eligibility	MDRRMO, LGU-Palo, Leyte
Municipal Administrative Aide VI (Clerk III)	032	SG-6	11,472.00	Completion of two years studies in college	None required	None Required	Career Service (Subprofessional) First Level Eligibility	Municipal Civil Registrar's Office, LGU-Palo, Leyte
Municipal Government Department Head I (Municipal Budget Officer)	036	SG-24	58,639.00	Bachelor's degree preferably in Accounting, Economics, Public Administration or any related course	Three (3) years experience in government budgeting or in any related field	None Required	First Grade Civil Service Eligible or its equivalent	Municipal Budget Office, LGU-Palo, Leyte
Filipino citizen, of good moral character and a resident of the Local Government Unit concerned as provided for in the Local Government Code.								
Municipal Administrative Aide IV (Accounting Clerk I)	043	SG-4	10,139.00	Completion of two years studies in college	None required	None Required	Career Service (Subprofessional) First Level Eligibility	Municipal Accountant's Office, LGU-Palo, Leyte
Revenue Collection Clerk II	048	SG-7	12,203.00	Completion of two years studies in college	None required	None Required	Career Service (Subprofessional) First Level Eligibility	Municipal Treasurer's Office, LGU-Palo, Leyte
Municipal Administrative Aide IV (Clerk II)	068	SG-4	10,139.00	Completion of two years studies in college	None required	None Required	Career Service (Subprofessional) First Level Eligibility	Municipal Social Welfare & Development Office, Lgu-Palo, Leyte
Municipal Sanitation Inspector II	079	SG-8	16,282.00	Completion of two years studies in college	One (1) year of relevant experience	Four (4) hours of relevant training	Career Service (Subprofessional) First Level Eligibility	Municipal Health Office/RHU, LGU-Palo, Leyte

2	Midwife I	082	SG-9	17,473.00	Completion of the Midwifery course	None required	None Required	RA 1080	Municipal Health Office/RHU, LGU-Palo, Leyte			
3	Midwife II	089	SG-11	20,179.00	Completion of the Midwifery Course	One (1) year of relevant experience	Four (4) hours of relevant training	RA 1080	Municipal Health Office/RHU, LGU-Palo, Leyte			
	x-x-x-x-x-x											

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than June 15, 2018

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than June 15, 2018

1. 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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

\_\_\_\_\_  
 REMEDIOS L. PETILLA  
 \_\_\_\_\_  
 Municipal Mayor  
 \_\_\_\_\_  
 LGU-Palo, Leyte  
 \_\_\_\_\_  
[palolagu@gmail.com](mailto:palolagu@gmail.com)



**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

**Republic of the Philippines  
Municipality of Pastrana  
Request for Publication of Vacant Positions**

**CIVIL SERVICE COMMISSION (CSC)**



This is to request the publication of the following vacant positions of LGU-Pastrana in the CSC website:

ALVIN T. OPINIANO, MD.  
(Head of Agency)

Date: 24-Mayo-18

Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
				Education	Training	Experience		
Administrative Aide VI (Data Controller I)	58	6	9,530.50	Completion of two years studies in college or High School graduate with relevant vocational/trade course.	None required	None required	Career Service (Subprofessional) Data Encoder (MC 11 s. 96- Cat. II) First Level Eligibility	Municipal Treasurer's Office, Pastrana, Leyte

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below than June 15, 2018.

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](http://www.csc.gov.ph);

Performance rating in the present position for one (1) year (if applicable);

Photocopy of certificate of eligibility/rating/license; and

Photocopy of Transcript of Records.

**INTERESTED APPLICANTS** are advised to hand in or send through courier/email their application to:

ALVIN T. OPINIANO, MD.  
Municipal Mayor  
LGU-Pastrana, Leyte  
[lgu\\_pastrana\\_leyte@yahoo.com](mailto:lgu_pastrana_leyte@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

Republic of the Philippines  
EASTERN VISAYAS STATE UNIVERSITY CARIGARA CAMPUS  
Request for Publication of Vacant Positions



CIVIL SERVICE COMMISSION (CSC F. O.)

This is to request the publication of the following vacant positions of EVSU CARIGARA CAMPUS in the CSC website:

*[Signature]*  
**DR. DOMINADOR O. AGUIRRE JR.**  
SUC President III

Date: \_\_\_\_\_

Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
				Education	Training	Experience	Eligibility		
Administrative Aide 1 (4 Casuals)	none	301.00/d	6,622.00	High Sch. Grad.	none	none	none	-	EVSU Carigara Campus
					required	required	required		

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below  
University President, EVSU Tacloban City \_\_\_\_\_

- 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](http://www.csc.gov.ph);
- Performance rating in the present position for one (1) year (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

**INTERESTED APPLICANTS** are advised to hand in or send through courier/email their application to:

**DR. DOMINADOR O. AGUIRRE JR.**  
SUC President III  
Eastern Visayas State University  
Tacloban City

Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

Republic of the Philippines  
METRO CARIGARA WATER DISTRICT  
Request for Publication of Vacant Positions

**RECEIVED**  
5/25/18 4:24 PM  
CIVIL SERVICE COMMISSION  
LEYTE FIELD OFFICE I

VICE COMMISSION (CSC)

request the publication of the following vacant positions of Metro Carigara Water District in the CSC website:

ATTY. REGIDOR V. CABALLES, CE  
General Manager C

Date: 5-25-2018

Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
Water Utilities Assistant Officer A	28	16	Php 381,180.00	Bachelor's degree relevant to the job	4 hrs of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Metro Carigara Water District
Utilities Services A	23	12	Php 265,788.00	Completion of two (2) yrs studies in college	8 hrs of relevant training	2 yrs of relevant experience	Career Service (Subprofessional) First Level Eligibility		Metro Carigara Water District
Work-Processor C	35	4	Php 152,088.00	Completion of two (2) yrs studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		Metro Carigara Water District

Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
Industrial Security	47	3	Php 142,968.00	High School Graduate	None Required	None Required	Security Guard License (MC11, S. 96-Cat IV)		Metro Carigara Water District
Customer Services	15	8	Php 195,384.00	Completion of two (2) yrs studies in college	4 hrs of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		Metro Carigara Water District

qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than 2018.

Completed Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph); a copy of certificate of eligibility/rating/license; and a copy of Transcript of Records.

**APPLICANTS** are advised to hand in or send through courier/email their application to:

**REGIDOR V. CABALLES, CE**

General Manager C

Metro Carigara Water District

[mcwd26@yahoo.com](mailto:mcwd26@yahoo.com)

**DOCUMENTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

**Republic of the Philippines**  
**Jaro Water District**  
**Request for Publication of Vacant Positions**



**SERVICE COMMISSION (CSC)**

s to request the publication of the following vacant positions of (Jaro Water District) in the CSC website:

**ENGR. ANTONIO G. SORIMA**  
(Head of Agency)

Date: 25-May-18

Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
				Education	Training	Experience	Eligibility		
Worker B	9	1	9,000.00	Must be able to read and write	none required	none required	none required	none required	JWD office (Admin)

and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than June 30, 2018.

ly accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at

csc.gov.ph;

formance rating in the present position for one (1) year (if applicable);

otocopy of certificate of eligibility/rating/license; and

otocopy of Transcript of Records.

**APPLICANTS** are advised to hand in or send through courier/email their application to:

**ENGR. ANTONIO G. SORIMA**

General Manager

Real St. Jaro, Leyte

[jarowaterdist@yahoo.com](mailto:jarowaterdist@yahoo.com)

**IONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**