



Republic of the Philippines
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES, Region 10
Request for Publication of Vacant Positions

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

To: **CIVIL SERVICE COMMISSION (CSC)**

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the **DENR, Region 10** in the CSC website:

[Signature]
FRANCIS D. PALLE
Chief, Personnel Section

Date: 26 May 2020

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.	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DENRB- ADAS3-107-2004	9	18784	Completion of 2 years studies in college or high school graduate with relevant vocational/trade course	16 hours of relevant training	3 years of relevant experience	CS Sub-Professional/1st Level Eligibility	N/A	R10 ADMINISTRATIVE DIVISION
2.	STATISTICIAN I	OSEC-DENRB-STAT1- 2-1998	11	22316	Bachelor's degree relevant to the job	none required	none required	CS Professional/2nd Level Eligibility	N/A	R10 PLANNING AND MANAGEMENT DIVISION
3.	ADMINISTRATIVE ASSISTANT III (COMPUTER OPERATOR II)	OSEC-DENRB- ADAS3-18-2014	9	18784	Completion of 2 years studies in college or high school graduate with relevant vocational/trade course	16 hours of relevant training	3 years of relevant experience	Data Encoder (MC 11 S 96 Category I); CS Sub-Professional/1st Level Eligibility	N/A	R10 PLANNING AND MANAGEMENT DIVISION
4.	ADMINISTRATIVE OFFICER V (BUDGET OFFICER III)	OSEC-DENRB- ADOF5-112-2004	18	42159	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional/2nd Level Eligibility	N/A	R10 FINANCE DIVISION
5.	ACCOUNTANT II	OSEC-DENRB-A2-68- 1998	16	35106	Bachelor's degree in Commerce/Business Administration Major in Accounting	4 hours of relevant training	1 year of relevant experience	RA 1080 Accountant	N/A	R10 FINANCE DIVISION
6.	ADMINISTRATIVE OFFICER IV (BUDGET OFFICER II)	OSEC-DENRB- ADOF4-340-2004	15	32053	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional/2nd Level Eligibility	N/A	R10 FINANCE DIVISION
7.	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DENRB- ADAS3-108-2004	9	18784	Completion of 2 years studies in college or high school graduate with relevant vocational/trade course	16 hours of relevant training	3 years of relevant experience	CS Sub-Professional/1st Level Eligibility	N/A	R10 FINANCE 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 11, 2020.

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;
2. Performance rating in the last rating period (if possible);
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:


FRANCIS D. PALLE
Chief, Personnel Section
Puntod, Cagayan de Oro City
rsp.denr10@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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8.	LEGAL ASSISTANT II	OSEC-DENRB-LEA2-35-1998	12	24495	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	none required	CS Professional/2nd Level Eligibility	N/A	R10 LEGAL DIVISION
9.	LEGAL ASSISTANT II	OSEC-DENRB-LEA2-36-1998	12	24495	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	none required	CS Professional/2nd Level Eligibility	N/A	R10 LEGAL DIVISION
10.	DEVELOPMENT MANAGEMENT OFFICER I	OSEC-DENRB-DMO1-58-2014	11	22316	Bachelor's degree relevant to the job	none required	none required	CS Professional/2nd Level Eligibility	N/A	R10 CONSERVATION AND DEVELOPMENT DIVISION
11.	ECOSYSTEMS MANAGEMENT SPECIALIST I	OSEC-DENRB-ECOMS1-74-2014	11	22316	Bachelor's degree relevant to the job	none required	none required	CS Professional/2nd Level Eligibility	N/A	R10 CONSERVATION AND DEVELOPMENT DIVISION
12.	ZOOLOGY TECHNICIAN	OSEC-DENRB-ZOOT-7-1998	6	15524	Completion of 2 years studies in college	none required	none required	CS Sub-Professional/1st Level Eligibility	N/A	R10 CONSERVATION AND DEVELOPMENT DIVISION
13.	ENGINEER IV	OSEC-DENRB-ENG4-2-2015	22	66867	Bachelors degree in Engineering relevant to the job	16 hours of relevant training	3 years of relevant experience	RA 1080	N/A	R10 SURVEYS AND MAPPING DIVISION
14.	ADMINISTRATIVE OFFICER II	OSEC-DENRB-ADOF2-218-2004	11	22316	Bachelor's degree relevant to the job	none required	none required	CS Professional/2nd Level Eligibility	N/A	R10 SURVEYS AND MAPPING DIVISION

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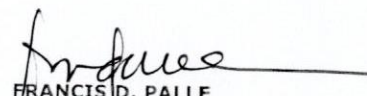
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15.	MATHEMATICIAN AIDE II	OSEC-DENRB-MTHA2-125-1998	8	17505	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	CS Sub-Professional/1st Level Eligibility	N/A	R10 SURVEYS AND MAPPING DIVISION
16.	CARTOGRAPHER I	OSEC-DENRB-CGR1-354-1998	6	15524	Completion of 2 years studies in college or high school graduate with relevant vocational/trade course	none required	none required	CSC MC 10 S 2013 Category II (Completion of 1 year of Very Satisfactory Actual Work Performance); Cartographer Eligibility	N/A	R10 SURVEYS AND MAPPING DIVISION
17.	MATHEMATICIAN AIDE I	OSEC-DENRB-MTHA1-93-1998	6	15524	Completion of 2 years studies in college	none required	none required	CS Sub-Professional/1st Level Eligibility	N/A	R10 SURVEYS AND MAPPING DIVISION
18.	DEVELOPMENT MANAGEMENT OFFICER IV	OSEC-DENRB-DMO4-50-2014	22	66867	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	CS Professional/2nd Level Eligibility	N/A	R10 LICENSES, PATENTS AND DEEDS DIVISION
19.	FORESTER II	OSEC-DENRB-FORST2-572-1998	15	32053	Bachelor's degree in Forestry	4 hours of relevant training	1 year of relevant experience	RA 1080 Forester	N/A	R10 LICENSES, PATENTS AND DEEDS DIVISION
20.	ECOSYSTEMS MANAGEMENT SPECIALIST II	OSEC-DENRB-ECOMS2-58-2014	15	32053	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional/2nd Level Eligibility	N/A	R10 ENFORCEMENT DIVISION

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