To: CIVIL SERVICE COMMISSION (CSC)

May we request for the publication of the hereunder vacant position of the DENR-CAR in the CSC Website.

<table>
<thead>
<tr>
<th>No.</th>
<th>Position Title</th>
<th>Plantilla Item No.</th>
<th>Salary/Job/ Pay Grade</th>
<th>Monthly Salary</th>
<th>Education</th>
<th>Training</th>
<th>Experience</th>
<th>Eligibility</th>
<th>Competency (If applicable)</th>
<th>Place of Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Administrative Assistant I (Computer Operator I)</td>
<td>OSEC-DENRB-ADAS1-32-2004</td>
<td>7</td>
<td>15,254</td>
<td>Completion of 2 years in College or High School Graduate with relevant Vocational/ Trade Course</td>
<td>None Required</td>
<td>None Required</td>
<td>Relevant MC II &amp; 1996, Career Service Sub-Professional/ First Level Eligibility</td>
<td>Network systems management, Software Development, Database Management, exemplifying integrity, delivering service excellence, solving problems and making decisions, demonstrating personal effectiveness, championing and applying innovation, speaking effectively, preserving and conserving the environment</td>
<td>REGIONAL OFFICE</td>
</tr>
<tr>
<td></td>
<td>Accountant III</td>
<td>OSEC-DENRB-A3-102-2014</td>
<td>19</td>
<td>42,099</td>
<td>Bachelor's Degree in Commerce/Business Administration Major in Accounting</td>
<td>8 hours of relevant training</td>
<td>2 years of relevant experience</td>
<td>RA 1080</td>
<td>General accounting, basic computer skills, database management, exemplifying integrity, delivering service excellence, solving problems and making decisions, demonstrating personal effectiveness, championing and applying innovation, speaking effectively, preserving and conserving the environment, strategic leadership, leading change, people development, people performance management, leadership and networking</td>
<td>IFUGAO</td>
</tr>
</tbody>
</table>

Date: ___________________________

ENGR. RALPH C. PABLO, DPA, En.P.
Regional Executive Director
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<tr>
<td>1</td>
<td>Planning Officer I</td>
<td>OSEC-DENRB-PLO1-85-2014</td>
<td>11</td>
<td>20,179</td>
<td>Bachelor's Degree Relevant to the Job</td>
<td>None Required</td>
<td>None Required</td>
<td>Career Service Professional/ Second Level Eligibility</td>
<td>Planning and Programming, policy analysis, Monitoring and Evaluating of DENR Programs/Projects, basic computer skills, database management, exemplifying integrity, delivering service excellence, solving problems and making decisions, demonstrating personal effectiveness, championing and applying innovation, speaking effectively, preserving and conserving the environment</td>
<td>MSD-PENRO Ilugao</td>
</tr>
</tbody>
</table>

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 February 28, 2019:

1. Fully accomplished Personal Data Sheet (PDS) (with certificate of employment, certificate of training, designations, if any and with recent passport-sized picture) (CS Form 212, revised 2017) which can be downloaded at www.csc.gov.ph;  
2. Performance rating in the last 2 rating periods (if applicable);  
3. Photocopy of certificate of eligibility/rating/license (valid/not expired); and  
4. Photocopy of Transcript of Records.

APPLICANTS may hand in or send through courier/email their application letter to the Regional Executive Director. Applicants whose application letter was sent through e-mail should submit immediately a hard copy of complete attachments to the Regional Office.

ENGR. RALPH C. PABLO, DPA, En.P.
Regional Executive Director
DENR-CAR, Gita, Baguio City
denr_baguio@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.
To: CIVIL SERVICE COMMISSION (CSC)

REQUEST FOR PUBLICATION OF VACANT POSITION

May we request for the publication of the hereunder vacant position of the DENR-CAR in the CSC Website.

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<tbody>
<tr>
<td>1</td>
<td>Planning Officer III</td>
<td>CSEC-DENRB-PLO3-102-2014</td>
<td>18 36,085</td>
<td>Bachelor’s Degree Relevant to the Job</td>
<td>8 hours of relevant training</td>
<td>2 years of relevant experience</td>
<td>Career Service Professional/ Second Level Eligibility</td>
<td>Planning and Programming, policy analysis, Monitoring and Evaluating of DENR Programs/Projects, basic computer skills, database management, exemplifying integrity, delivering service excellence, solving problems and making decisions, demonstrating personal effectiveness, championing and applying innovation, speaking effectively, preserving and conserving the environment, strategic leadership, leading change, people development, people performance management, leadership and networking</td>
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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 February 26, 2019.

1. Fully accomplished Personal Data Sheet (PDS) (with certificate of employment, certificate of training, designations, if any and with recent passport-sized picture)
(CS Form 212, revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last 2 rating periods (if applicable);
3. Photocopy of certificate of eligibility/rating/license (valid/not expired); and
4. Photocopy of Transcript of Records.

APPLICANTS may hand in or send through courier/email their application letter to the Regional Executive Director. Applicants whose application letter was sent through e-mail should submit immediately a hard copy of complete attachments to the Regional Office.

ENGR. RALPH C. PABLO, DPA, En.P.
Regional Executive Director
DENR-CAR, Gibraltar, Baguio City
denr_baguio@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.