

Republic of the Philippines
MINES AND GEOSCIENCES BUREAU
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 MINES AND GEOSCIENCES BUREAU in the CSC website:

ROWENA L. CATALAN
HRMO

Date: January 18, 2024

| 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 | Administrative Officer III (Supply Officer II) | MGBB-ADOF3-37-2004 | 14 | 33,843.00 | Bachelor's Degree Relevant to the Job | 4 hours of relevant training | 1 year of relevant experience | Career Service Professional; 2nd Level Eligibility | | Mines and Geosciences Bureau Regional Office No. VI |
| 2 | Engineer III | MGBB-ENG3-55-1998 | 19 | 51,357.00 | Bachelor's Degree in Engineering Relevant to the Job | 8 hours of Relevant Training | 2 years of Relevant Experience | RA 1080 | | Mines and Geosciences Bureau Regional Office No. VI |
| 3 | Supervising Science Research Specialist | MGBB-SVSRS-49-1998 | 22 | 71,511.00 | Bachelor's Degree Relevant to the Job | 16 hours of relevant training | 3 years of relevant experience | Career Service Professional; 2nd Level Eligibility | | Mines and Geosciences Bureau Regional Office No. VI |

This Office highly encourages interested and qualified applicants including persons with disability (PWD), members of Indigenous communities, regardless of sexual orientation, gender identity expression (SOGIE). 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 **January 31, 2024**:

1. Fully accomplished updated and under-oath Personal Data Sheet (CS Form No. 212, Revised 2017) with recent passport-sized picture which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records and Diploma;
5. Application Letter (specifying the position title and item number applied for);
6. Work Experience Sheet (Attachment to CS Form No. 212);
7. Copies of Certificates of Training program completed; and
8. Certificates of Employment from all previous employers/Certified copy of Service Record.

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

CECILIA L. OCHAVO-SAYCON

OIC Regional Director

Mines and Geosciences Bureau, Regional Office No. VI

Queen City Garden Mall, J de Leon Sty., Iloilo City

mgbro6iloilo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.