

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:

Rowena C. Medalla
ROWENA C. MEDALLA
HRMO

Date: 10-Jul-20

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	CARTOGRAPHER III	OSEC-DENRB-CGR3-25-1998	11	22316	Completion of two years studies in college or High School with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Career Service (Sub-Professional)/First Level Eligibility; Cartographer (MC 11, s. 96 Cat II as amended by MC 10, s. 2013)		DENR-NCR-Surveys and Mapping Division
2	CARTOGRAPHER I	OSEC-DENRB-CGR1-218-1998	6	15524	Completion of Two years studies in College or High School Graduate with relevant vocational trade course	None Required	None Required	Career Service (Sub-Professional)/First Level Eligibility; Cartographer (MC 11, s. 96 Cat II as amended by MC 10, s. 2013)		DENR-NCR-Surveys and Mapping Division
3	MATHEMATICIAN AIDE II	OSEC-DENRB-MTHA2-23-1998	8	17505	Completion of Two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional)/First Level Eligibility		DENR-NCR-Surveys and Mapping Division
4	MATHEMATICIAN AIDE II	OSEC-DENRB-MTHA2-34-1998	8	17505	Completion of Two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional)/First Level Eligibility		DENR-NCR-Surveys and Mapping Division
5	LAND MANAGEMENT OFFICER II	OSEC-DENRB-LMO2-26-1998	15	32053	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional/Second Level Eligibility		DENR-NCR-Licenses, Patents and Deeds Division,
6	SPECIAL INVESTIGATOR I	OSEC-DENRB-SPI1-183-1998	11	22316	Bachelor's degree relevant to the job	None Required	None Required	Career Service Professional/Second Level Eligibility		DENR-NCR-Licenses, Patents and Deeds Division,

7	CARTOGRAPHER I	OSEC-DENRB-CGR1-45-2014	6	15524	Completion of Two years studies in College or High School Graduate with relevant vocational trade course	None Required	None Required	Career Service (Sub-Professional)/First Level Eligibility; Cartographer (MC 11, s. 96 Cat II as amended by MC 10, s. 2013)	DENR-NCR-Licenses, Patents and Deeds Division,
8	CARTOGRAPHER I	OSEC-DENRB-CGR1-207-1998	6	15524	Completion of Two years studies in College or High School Graduate with relevant vocational trade course	None Required	None Required	Career Service (Sub-Professional)/First Level Eligibility; Cartographer (MC 11, s. 96 Cat II as amended by MC 10, s. 2013)	DENR-NCR-Licenses, Patents and Deeds Division,
9	CARTOGRAPHER I	OSEC-DENRB-CGR1-485-1998	6	15524	Completion of Two years studies in College or High School Graduate with relevant vocational trade course	None Required	None Required	Career Service (Sub-Professional)/First Level Eligibility; Cartographer (MC 11, s. 96 Cat II as amended by MC 10, s. 2013)	DENR-NCR-Licenses, Patents and Deeds Division,
10	CARTOGRAPHER I	OSEC-DENRB-CGR1-486-1998	6	15524	Completion of Two years studies in College or High School Graduate with relevant vocational trade course	None Required	None Required	Career Service (Sub-Professional)/First Level Eligibility; Cartographer (MC 11, s. 96 Cat II as amended by MC 10, s. 2013)	DENR-NCR-Licenses, Patents and Deeds Division,
11	FOREST TECHNICIAN II	OSEC-DENRB-FORT2-237-2014	8	17505	Completion of Two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional)/First Level Eligibility	Conservation and Development Division
12	FOREST TECHNICIAN I	OSEC-DENRB-FORT1-328-2014	6	15524	Completion of Two years studies in College	None Required	None Required	Career Service Sub-Professional/First Level Eligibility	Conservation and Development Division
13	ADMINISTRATIVE AIDE VI (CLERK III)	OSEC-DENRB-ADA6-172-2004	6	15524	Completion of Two years studies in College	None Required	None Required	Career Service Sub-Professional/First Level Eligibility	DENR-NCR-Enforcement Division

This Office encourages all interested applicants including persons with disability (PWD), members of indigenous communities and those from any Sexual Orientation and Gender Identities (SOGI) to apply for the above vacant positions.

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 27, 2020.

1. Application Letter (specify the position applying for)
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017 and **Work Experience Sheet**) which can be downloaded at www.csc.gov.ph
3. Original copy of the authenticated Certificate of Eligibility/Rating/License

Proof of Eligibility:

- a. For position involving practice of profession - **Valid professional license**
- b. For position **Not** involving practice of profession - **Professional License or Certificate of Registration or Report of Rating**

4. Original copy of the authenticated Transcript of Records and Diploma.
5. Performance rating **in the last rating period** (if applicable)
6. Photocopy of Certificates of Training programs completed.
7. Original copy of Valid NBI Clearance (Applicable for entrants or reemployment in government service)
8. Original copy of PSA-issued Certificate of Live Birth (Applicable for entrants or reemployment in government service)
9. Original copy of PSA-issued of Marriage Certificate, if applicable
10. Certificate of Employment from all previous employers (if not government employee) / Original Service Record (for government employees)

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



JAN S. BAUTISTA

Chief Administrative Division

National Ecology Center, East Ave., Diliman Quezon City

recruitment.ncr.denr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.