

Republic of the Philippines
PGO CAMARINES NORTE
Request for Publication of Vacant Positions

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

Camrines Norte
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Date: NOV 11 2022
Time: 11:00 AM
Doc. No: PHRMO
MAGDALENA B. TOLEDANA
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To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PGO CAMARINES NORTE in the CSC website:

Date: November 11, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Supervising Administrative Officer	1-01-016-0923	22-1	66,465.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) / Second Level Eligibility	<p>CORE COMPETENCIES:</p> <ul style="list-style-type: none"> • SOLVING PROBLEMS AND MAKING DECISIONS <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i> • DELIVERING SERVICE EXCELLENCE <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction .</i> • EXEMPLIFYING INTEGRITY <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i> <p>LEADERSHIP COMPETENCIES:</p> <ul style="list-style-type: none"> • BUILDING COLLABORATIVE, INCLUSIVE WORKING RELATIONSHIPS <i>Intermediate: Builds partnership and networks to deliver or enhance work outcomes.</i> • MANAGING PERFORMANCE AND COACHING FOR RESULTS <i>Intermediate: Creates tools and/or applies new methods in correcting and improving below standard of non-compliant performance of individuals or groups, using knowledge and skills in coaching to enable them to self-initiate solutions for their growth and development.</i> • LEADING CHANGE <i>Intermediate: Implements plans or activities related to a change initiative affecting one's functional area or expertise and motivates division members' commitment to accept the change.</i> 	Office of the Provincial Agriculturist (OPAG)

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									<ul style="list-style-type: none"> • THINKING STRATEGICALLY AND CREATIVELY <i>Intermediate: Creates or defines goals and initiatives based on how one can support, extend or align to the goals of one's department and functional area .</i> • CREATING AND NURTURING A HIGH PERFORMING ORGANIZATION <i>Intermediate: Build a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.</i> 	
2	Engineer II	1-01-016-0925	16-1	36,243.00	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	4 hours of relevant training	1 year of relevant experience in agricultural engineering or agricultural and biosystems engineering	RA 10915 (Agricultural and Biosystems Engineer)	<p>Core Competencies:</p> <ul style="list-style-type: none"> • SOLVING PROBLEMS AND MAKING DECISIONS <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i> • DELIVERING SERVICE EXCELLENCE <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction .</i> • EXEMPLIFYING INTEGRITY <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i> 	Office of the Provincial Agriculturist (OPAG)
3	Engineer I	1-01-016-0926	12-1	26,228.00	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	None required	None required	RA 10915 (Agricultural and Biosystems Engineer)	<p>Core Competencies:</p> <ul style="list-style-type: none"> • SOLVING PROBLEMS AND MAKING DECISIONS <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i> • DELIVERING SERVICE EXCELLENCE <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction .</i> • EXEMPLIFYING INTEGRITY <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i> 	Office of the Provincial Agriculturist (OPAG)

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 **November 26, 2022**.

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 applicable);
3. Photocopy / Authenticated Copy of certificate of eligibility/rating/license; and
4. Photocopy / Authenticated Copy of Transcript of Records.

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

PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE
 Provincial Capitol Bldg., Brgy. III, Daet, Camarines Norte
phrmo.pgocamnorte@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.