

Republic of the Philippines
AGRICULTURAL TRAINING INSTITUTE
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 AGRICULTURAL TRAINING INSTITUTE in the CSC website:


Marisa O. Balgo
HRMO

Date: February 24, 2022

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 Assistant I	OSEC-DAB-ADAS1-51-2004	7	17179	Completion of two (2) years studies in college	None required	None required	Career Service Sub-Professional/ First Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
2	Media Production Specialist II	OSEC-DAB-MPXS2-19-2014	15	33575	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
3	Network Controller I	OSEC-DAB-NETC1-56-2014	8	18251	Completion of two (2) years studies in college	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service Sub-Professional/ First Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
4	Administrative Assistant I	OSEC-DAB-ADAS1-52-2004	7	17179	Completion of two (2) years studies in college	None required	None required	Career Service Sub-Professional/ First Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
5	Information Officer I	OSEC-DAB-INFO1-56-2014	11	23877	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
6	Development Management Officer I	OSEC-DAB-DMO1-126-2014	11	23877	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City

7	Development Management Officer I	OSEC-DAB-DMO1-131-2014	11	23877	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
8	Development Management Officer I	OSEC-DAB-DMO1-132-2014	11	23877	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
9	Administrative Assistant I	OSEC-DAB-ADAS1-64-2014	7	17179	Completion of two (2) years studies in college	None required	None required	Career Service Sub-Professional/ First Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
10	Planning Officer II	OSEC-DAB-PLO2-57-2014	15	33575	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 1, Tebag, Sta. Barbara, Pangasinan
11	Development Management Officer II	OSEC-DAB-DMO2-71-2014	15	33575	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 1, Tebag, Sta. Barbara, Pangasinan
12	Accountant I	OSEC-DAB-A1-55-1998	12	26052	Bachelor's Degree in Commerce/ Business Administration Major in Accounting	None required	None required	Relevant RA 1080	N/A	Regional Training Center 1, Tebag, Sta. Barbara, Pangasinan
13	Training Center Superintendent I	OSEC-DAB-TRNCS1-59-2014	22	68415	Bachelor's Degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 3, San Ramon, Dinalupihan, Bataan

14	Agriculturist II	OSEC-DAB-AG2-1121-1998	15	33575	Bachelor's degree in Agriculture and other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	Four (4) hours of relevant training	One (1) year of relevant experience	Relevant RA 1080	N/A	Regional Training Center 7, Tagbilaran City, Bohol
15	Administrative Officer I	OSEC-DAB-ADOF1-65-2004	10	21205	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 12, Tantaran, South Cotabato
16	Senior Agriculturist	OSEC-DAB-SRAG-409-1998	18	43681	Bachelor's degree in Agriculture and other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	Eight (8) hours of relevant training	Two (2) years of relevant experience	Relevant RA 1080	N/A	Regional Training Center 13, Butuan City
17	Training Center Superintendent I	OSEC-DAB-TRNCS1-67-2014	22	68415	Bachelor's Degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 13, Butuan City

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 March 6, 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. Work Experience Sheet (Attachment to CS Form No. 212) which can be downloaded at www.csc.gov.ph;
3. Performance rating in the last rating period (if applicable);
4. Authenticated certificate of eligibility/rating/license; and
5. Photocopy of Transcript of Records.

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



 MARISA O. GALDO
 AO V/HRM, AFU/OD

 Elliptical Road, Diliman, Quezon City

hrmo.co@ati.da.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.