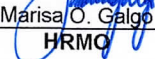


Republic of the Philippines
AGRICULTURAL TRAINING INSTITUTE
Request for Publication of Vacant Positions

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. Galgo
HRMO

Date: December 21, 2021

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	Computer Maintenance Technologist II	OSEC-DAB-CTMT2-50-2014	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
2	Planning Officer I	OSEC-DAB-PLO1-12-1998	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
4	Training Specialist I	OSEC-DAB-TRNSP1-23-2014	11	23877	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 7, Tagbilaran City, Bohol
5	Administrative Aide VI	OSEC-DAB-ADA6-212-2004	6	16200	Completion of Two (2) years studies in college	None required	None required	Career Service Sub-Professional/ First Level Eligibility	N/A	Regional Training Center 7, Tagbilaran City, Bohol

6	Training Center Superintendent II	OSEC-DAB-TRNCS2-24-1998	24	86742	Masters Degree or Certificate in Leadership and Management from the CSC	Forty (40) hours of supervisory/management Learning and Development Intervention undertaken within the last five (5) years	Four (4) years of supervisory/management 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 December 31, 2021.

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:



 MARI SA O. GALGO
 AO V/HRM/AFU/OD

 Elliptical Road, Diliman, Quezon City

hrmo.co@ati.da.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.