

Republic of the Philippines
MINES AND GEOSCIENCES BUREAU
 Regional Office No. V
 Regional Government Center, Rawis, Legazpi City

Hiring of Personnel Under Contracts of Service

Date: February 17, 2020

No.	Position Title (Parenthetical Title, if applicable)	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Science Research Specialist II	16	31,765	Bachelor of Science in Geology/Mining Engineering or Environmental Science/Engineering Courses	4 hours of relevant training	1 year of relevant experience	RA 1080 or equivalent	<ul style="list-style-type: none"> • <u>Exemplifying Integrity</u> Demonstrates honesty even in difficult situations. • <u>Delivering Service Excellence</u> Provides correct, adequate and prompt information to customers as may be necessary; • <u>Solving Problems and Making Decisions</u> Breaks down problems or decision dilemma into small components and examines those using analytical techniques; • <u>Demonstrating Personal Effectiveness</u> Communicates and explain the task and its implications to team or office welfare; • <u>Championing and Applying Innovation</u> Makes practical improvements in one's job based on common sense, simple analysis or good ideas or experience gleaned from previous experience or other practices; • <u>Writing Effectively</u> Knows and uses appropriate vocabulary, formats, correct order in sentence formation to achieve cohesion in the composition of sentences; • <u>Speaking Effectively</u> Adjusts communication style according to the needs of the audience and/or situation. 	Office of the Regional Director with field assignment at CENRO-Goa, Camarines Sur
2	Computer Maintenance Technologist I	11	22,316	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	<ul style="list-style-type: none"> • Basic knowledge of Installing, Configuring and Administering Windows Server; - Basic knowledge in Network Fundamentals, Routing Protocols and Concepts, LAN Switching and Wireless and Accessing the WAN; and - Basic knowledge and experience in installing, configuring and maintaining ICT hardware equipment and software application. 	Mines and Geosciences Bureau-V-Office of the Regional Director

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 **February 24, 2020**.

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 PDS) *pls. visit csc.gov.ph*;
3. Photocopy of Transcript of Records/Diploma;
4. Photocopy of certificate of eligibility/board rating/license;
5. Photocopy of certificate previous employment; and
6. Photocopy of certificate of training/seminars attended.

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

Approved for posting: February 17, 2020

GUILLERMO A. MOLINA, JR. IV

 Regional Director
 Rawis, Legazpi City

region5@mgb.gov.ph


GUILLERMO A. MOLINA, JR. IV
 Regional Director

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.