

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: August 12, 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 | Mining Engineer I | 11 | Php20,179.00 Charged to Mineral Reservation Project Funds (August to December 2020) | Bachelor of Science in Mining Engineering | with relevant training in Surpac | with relevant working experience using Surpac | RA 1080 | BASIC - <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; and - <u>Speaking Effectively</u> Adjusts communication style according to the needs of the audience and/or situation. | Mines and Geosciences Bureau-V (Geosciences Division) |

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 **August 17, 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:

GUILLERMO A. MOLINA, JR. IV

 Regional Director
 Rawis, Legazpi City

region5@mgb.gov.ph

Approved for posting: August 12, 2020


GUILLERMO A. MOLINA, JR. IV
 Regional Director

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.