

Republic of the Philippines
BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING
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 BUREAU OF AGRICULTURAL AND FISHERIES ENGINEERING in the CSC website:

RHODORA R. CONCEPCION
HRMO

Date: December 6, 2023

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	Engineer IV (Agricultural and Biosystems)	OSEC-DAB- ENG4-17- 2017	22	71511	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	16 hours of relevant training	3 years of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledgeable in Project Planning, Project Development and Crafting of Masterplan /Roadmaps • Knowledgeable in Formulation of Policies and Guidelines; • Knowledgeable in Republic Acts 10601, 10915, 7160, and 10654 and other related mechanization and infrastructure laws and policies • Knowledgeable in Philippine Agricultural Engineering Standards • Strong Analytical skills • Excellent Technical Writing and Presentation Skills • Knowledgeable in office productivity tools and basic statistics • Coaching and mentoring ability • Supervisory and Leadership Skills 	Programs and Projects Management Division

2	Engineer IV (Agricultural and Biosystems)	OSEC-DAB-ENG4-13-2017	22	71511	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	16 hours of relevant training	3 years of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledgeable in Regulatory Impact Analysis and other regulatory reform tools • Knowledgeable in Republic Acts 10601, 10915, 7160, and 10654 and other related mechanization and infrastructure laws and policies • Knowledgeable in Philippine Agricultural and Biosystems Engineering Standards • Strong Analytical skills • Excellent Technical Writing and Presentation Skills • Coaching and mentoring ability • Supervisory and Leadership Skills 	Standards Regulation and Enforcement Division
3	Engineer II (Agricultural and Biosystems)	OSEC-DAB-ENG2-63-2014	16	39672	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	4 hours of relevant training	1 year of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledge in Republic Acts 9184, 10601, 10915, 10654, 8435, and other related mechanization and infrastructure laws and policies • Knowledge in Philippine Agricultural and Biosystems Engineering Standards (PABES), National Building Codes and other referral codes • Working knowledge in various engineering software • Experience in DED/POW and technical specifications preparation • Knowledge and experience in farm mechanization, feasibility study and other financial platforms as well as renewable energy applications in the agri-fishery sector • Excellent communication skills (Oral and Written) • Knowledge in office productivity tools and basic statistics • Possess strong soft skills (analytical, Interpersonal and Leadership, etc) 	Engineering Plans, Designs and Specifications Division

4	Engineer II (Agricultural and Biosystems)	OSEC-DAB-ENG2-10-2017	16	39672	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	4 hours of relevant training	1 year of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledge in Republic Acts 9184,10601, 10915, 10654, 8435, and other related mechanization and infrastructure laws and policies • Knowledge in Philippine Agricultural and Biosystems Engineering Standards (PABES), National Building Codes and other referral codes • Working knowledge in various engineering software • Experience in DED/POW and technical specifications preparation • Knowledge and experience in farm mechanization, feasibility study and other financial platforms as well as renewable energy applications in the agri-fishery sector • Excellent communication skills (Oral and Written) • Knowledge in office productivity tools and basic statistics • Possess strong soft skills (analytical, Interpersonal and Leadership, etc) 	Engineering Plans, Designs and Specifications Division
5	Engineer II (Agricultural and Biosystems)	OSEC-DAB-ENG2-8-2017	16	39672	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	4 hours of relevant training	1 year of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledge in Republic Acts 10601, 10951, 10654, and other related mechanization and infrastructure laws and policies • Knowledge in Philippine Agricultural Engineering Standards • Good Communication Skills (Oral and Written) • Analytical Skills • Knowledge in office productivity tools • Interpersonal Skills • Team Work 	Standards Regulation and Enforcement Division

6	Computer Programmer II	OSEC-DAB-COMPRO2-2-2017	15	36619	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional / Second Level Eligibility	<ul style="list-style-type: none"> • Experience in most if not all of the following: <ul style="list-style-type: none"> o Windows/Linux Administration o Java, Python, C++ or other high level programming language o PHP, Online Webmapping, Visual basic and other web programming o SQL, HTML, CSS, Joomla CMS and other relational database development, design and implementation. o Android App Language. • Must have developed (from scratch) and implemented at least one (1) information system, preferable accessed by several user in a network environment. • Participation in phases of system development life cycle including business requirements review, technical design, coding and unit testing, integrating, release documentation, post implementation support etc. • Good oral and written communication support especially in conveying technical information • Demonstrates abilities in analytical reasoning and logical problem solving • Strong initiative and is able to work with minimal supervision • Proven ability to meet priorities and produce quality deliverables and results while handling multiple work items. • Preferably with ICT (EDP) Specialist Eligibility. 	Standards Regulation and Enforcement Division
7	Accountant III (Anticipated Vacancy)	OSEC-DAB-A3-6-2017	19	51357	Bachelor's Degree in Commerce / Business Administration major in Accounting	8 hours of relevant training	2 year of relevant experience	RA 1080 (Certified Public Accountant)	<ul style="list-style-type: none"> • Analytical Skills (Advance) • Knowledge in Government Accounting (Advance) • Knowledge in office productivity tools (Advance) • Writing Communication Skills (Intermediate) • Oral Communication Skills (Intermediate) • Interpersonal Skills (Intermediate) 	Administrative and Finance Division
8	Administrative Officer V	OSEC-DAB-ADOF5-3-2017	18	46725	Bachelor's degree relevant to the job	8 hours of relevant training	2 year of relevant experience	CS Professional / Second Level Eligibility	<ul style="list-style-type: none"> • HR Knowledge (Advanced) • Strong Communication Skills • Critical Thinking Skills • Relationship Management Skills • Ability to foster accountability and sense of integrity that encourage professionalism • Strong Analytical Skills 	Administrative and Finance 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 December 16, 2023.

1. Letter of Intent specifying the Position Title, Item Number, and Office applied for
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet (WES) which can be downloaded at www.csc.gov.ph;
3. Performance rating **in the last rating period** (if applicable);
4. Photocopy of certificate of eligibility/rating/license/CSC Rating;
5. Photocopy of Transcript of Records;
6. Photocopy of Certificates of Training programs completed (for positions that require training hours); and
7. Photocopy of Certificate of Employment/ Service Record (for positions that require work experience)

This office highly encourages interested and qualified applicants including persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities and expression (SOGIE). Only applicants with **complete requirements**, and those who meet the minimum qualification standards shall be advised accordingly and shall undergo a series of screening.

Note: For applicants who prefer to hand carry their application, please present the original copy of your requirements to the HRMS for verification, while those who opt to send their their application through courier or email, kindly bring the original copy of the requirements during the schedule of the written assessment.

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

ENGR. ARIODEAR C. RICO

Director IV

Sugar Center, Annex II Building
Extension, North Avenue, Diliman,
Quezon City

pate.humanresource@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.