


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: June 18, 2024

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 III (Agricultural and Biosystems)	OSEC-DAB-ENG3-14-2017	19	51357	Bachelor's Degree in Agricultural Engineering or Agricultural and Biosystems Engineering	8 hours of relevant training	2 years of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Building collaborative, inclusive working relationships (Advance) • Managing performance and coaching for results (Advance) • Leading change; thinking strategically and creatively (Advance) • Creating and nurturing a high performing organization (Advance) • Knowledge in Philippine Agricultural and Biosystems Engineering Standards and other relevant standards • Knowledge in Republic Acts 10601, 10915, and 10654 and other related mechanization and infrastructure laws and policies • Experience in preparation/review of DED/POW and technical specifications of agri-infra machinery facilities, and mechanization • Working knowledge in engineering softwares • Strong analytical skills • Excellent communication skills (oral and written) • Knowledge in office productivity tools and basic statistics • Supervisory and leadership skills 	Engineering Plans, Designs and Specifications Division

2	Engineer III (Agricultural and Biosystems)	OSEC-DAB-ENG3-12-2017	19	51357	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	8 hours of relevant training	2 years of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledge in Philippine Agricultural and Biosystems Engineering Standards and other relevant standards • Knowledge in Republic Acts 10601, 10915, and 10654, 11032 and other related mechanization and infrastructure laws and policies • Knowledgeable in the preparation and development of regulatory policies and guidelines • Knowledgeable in the preparation and conduct of regulatory impact analysis • Experience in the implementation of regulatory policies and conduct of compliance monitoring activities • Strong analytical skills • Excellent communication (oral and written) and presentation skills • Knowledge in office productivity tools and basic statistics • Coaching and mentoring ability • Supervisory and leadership skills 	Standards Regulation and Enforcement Division
3	Engineer III (Agricultural and Biosystems)	OSEC-DAB-ENG3-18-2017	19	51357	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	8 hours of relevant training	2 years of relevant experience	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledge in Philippine Agricultural and Biosystems Engineering Standards and other relevant standards • Knowledge in Republic Acts 10601, 10915, and 10654, 11032 and other related mechanization and infrastructure laws and policies • Knowledgeable in the Program and Project Management; • Knowledgeable in the preparation/rev iew of DED/POW and technical specifications of agri-infra machinery facilities, and mechanization; • Knowledgeable in the Management Information System and Geographic Information System; • Experience in the construction supervision and materials testing and quality control; • Strong analytical skills • Excellent communication (oral and written) and presentation skills • Knowledge in office productivity tools and basic statistics • Coaching and mentoring ability • Supervisory and leadership skills (advance) 	Programs and Projects Management Division

4	Engineer II (Agricultural and Biosystems)	OSEC-DAB-ENG2-11-2017	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 of Republic Acts 10601, 10915, and 10654 and other related mechanization and infrastructure laws and policies • Knowledge in Philippine Agricultural Engineering Standards • Good Communication Skills • Analytical Skill • Working Knowledge on Engineering Softwares • Knowledge in office productivity tools 	Engineering Plans, Designs and Specifications Division
5	Engineer I (Agricultural and Biosystems)	OSEC-DAB-ENG1-2-2017	12	29165	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	None required	None required	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledge in Republic Acts 10601, 10915, and 10654 and other related mechanization and infrastructure laws and policies • Knowledge in Philippine Agricultural Engineering Standards and Building Code; • * knowledge in construction supervision • * knowledge in analyzing and reviewing DED and POW • Good Communication Skills (Oral and Written) • Analytical Skills • Knowledge in office productivity tools • Interpersonal Skills • Teamwork 	Programs and Projects Management Division
6	Engineer I (Agricultural and Biosystems)	OSEC-DAB-ENG1-3-2006	12	29165	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	None required	None required	RA 1080 (Agricultural and Biosystems Engineer)	<ul style="list-style-type: none"> • Knowledge of Philippine Agricultural and Biosystems Engineering Standards and other relevant standards • Knowledge of Republic Acts 10601, 10915, and 10654 and other related mechanization and infrastructure laws and policies • Strong analytical skills • Excellent communication skills (oral and written) • Knowledge in office productivity tools and basic statistics • Team work and Inter-personal skills 	Standards Regulation and Enforcement Division

7	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	Career Service 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
8	Administrative Officer III	OSEC-DAB-ADOF3-9-2021	14	33843	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"> • Skills/working knowledge in RA 9184 and e-procurement process (Intermediate) • Able to apply technical skills and demonstrate knowledge on existing and emerging technologies related to procurement management and processes • Knowledge on various procurement documents like checklists of requirements and preparation templates among others (Advance) • Knowledge on GPPB issuances and Non Policy Matters (Intermediate) • Analytical and decision-making skills 	Administrative and Finance Division

9	Administrative Officer III	OSEC-DAB-ADOF3-6-2017	14	33843	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"> • Knowledge in RA 9184 (Basic) • Knowledge in Office Productivity Tools (Basic) • Communication Skills Oral and Written (Basic) • Interpersonal Skills (Basic) • Ability to Work under pressure • Sense of Responsibility and Accountability (Basic) • Knowledge on the Laws, Rules and Regulations on the Appraisal and Disposal of Government Properties (Basic) • For Supply Officer position 	Administrative and Finance Division
10	Planning Officer I	OSEC-DAB-PLO1-1-2021	11	27000	Bachelor's degree relevant to the job	None required	None required	Career Service Professional / Second Level Eligibility	<ul style="list-style-type: none"> • Planning and programming (Basic) • Policy analysis (Basic) • Program/ project monitoring and evaluation (Basic) • Narrative and analytical writing skills (Intermediate) • Proficient with MS Office applications (Intermediate) • Preferably with knowledge in Agricultural and Biosystems Engineering 	Office of the 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 June 28, 2024.

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 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
da.bate.recruitment@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.