

Republic of the Philippines  
**BUREAU OF SOILS AND WATER MANAGEMENT**  
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 SOILS AND WATER MANAGEMENT in the CSC website:

  
NANCY C. DE SAGUN  
HRMO

Date: 27-Oct-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	Agricultural Technician I <i>awaiting for CSC attestation</i>	OSEC-DAB-AGT1-24-2014	6	16,200.00	Completion of two years studies in college	None required	None required	CS Sub-professional/ First Level Eligibility		National Soil & Water Resources Research Dev't. Center for Highland Pedo-Ecological Zone (NSWRRDC- HIGHPEZ) - Bukidnon
2	Administrative Aide VI (Clerk III) <i>awaiting for CSC attestation</i>	OSEC-DAB-ADA6-53-2014	6	16,200.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Sub-professional/ First Level Eligibility		Office of the Director – Cashier Unit (NCR)

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 **November 10, 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](http://www.csc.gov.ph);
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

**NANCY C. DE SAGUN**  
Administrative Officer V

Elliptical Rd. cor. Visayas Ave., Diliman, Quezon City  
[bswm.hrms@gmail.com](mailto:bswm.hrms@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**