


RECEIVED '18 AUG 01 01:47PM  
By: \_\_\_\_\_  
To: CIVIL SERVICE COMMISSION (CSC)

Republic of the Philippines  
MINES AND GEOSCIENCES BUREAU  
Request for Publication of Vacant Positions

  
ATTY. WILFREDO G. MONCANO  
(Head of Agency)

This is to request the publication of the following vacant positions of Mines and Geosciences Bureau in the CSC website:

Date: \_\_\_\_\_

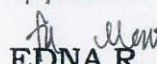
No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				
					Education	Training	Experience	Eligibility	Competency (if applicable)
1	Planning Officer V	MGBB-PLO5-1-1998	24	73,299.00	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention undertaken within the last 5 years	4 years of supervisory/ management experience	Career Service (Professional) 2nd Level Eligibility	<ul style="list-style-type: none"> <li>◦ <u>Building Collaborative and Inclusive Working Relationships:</u> Intermediate: Builds partnerships and networks to deliver or enhance work outcomes;</li> <li>◦ <u>Managing Performance and Coaching for Results:</u> Intermediate: Creates tools and/or applies new methods in correcting and improving below standard or non-complaint performance of individuals or groups, using knowledge and skills in coaching to enable them to self-initiate solutions for their growth and development;</li> <li>◦ <u>Leading Change</u> Intermediate: Implements plans or activities related to a change initiative affecting one's functional area or expertise and motivates division members' commitment to accept the change;</li> <li>◦ <u>Thinking Strategically and Creatively:</u> Intermediate: Creates or defines goals and initiatives based on how one can support, extend or align to the goals of one's department or functional area; and</li> <li>◦ <u>Creating and Nurturing a High Performing Organization:</u> Intermediate: Builds a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.</li> </ul>

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 **AUG 17 2018**.

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 present position for one (1) year (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:

ATTY. WILFREDO G. MONCANO  
Acting Director  
Mines and Geosciences Bureau, North Avenue, Diliman, Quezon City  
spb.mgb.co@gmail.com

Approved  
  
EDNA R.  
Chief, Administ

This Office highly encourages all interested and qualified applicants to apply, including persons with disability, members of indigenous communities, and those with diverse sexual orientation, gender identity and expression.

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



RECEIVED 18 AUG 01 01:47 PM

Republic of the Philippines  
MINES AND GEOSCIENCES BUREAU  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Mines and Geosciences Bureau in the CSC website:

ATTY. WILFREDO G. MONCANO,  
(Head of Agency)

Date:

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				
					Education	Training	Experience	Eligibility	Competency (if applicable)
1	Development Management Officer V	MGBB-DMO5-1-1998	24	73,299.00	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention undertaken within the last 5 years	4 years of supervisory/management experience	Career Service (Professional) 2nd Level Eligibility	<ul style="list-style-type: none"> <li>◦ <u>Building Collaborative and Inclusive Working Relationships:</u> Intermediate: Builds partnerships and networks to deliver or enhance work outcomes;</li> <li>◦ <u>Managing Performance and Coaching for Results:</u> Intermediate: Creates tools and/or applies new methods in correcting and improving below standard or non-complaint performance of individuals or groups, using knowledge and skills in coaching to enable them to self-initiate solutions for their growth and development;</li> <li>◦ <u>Leading Change</u> Intermediate: Implements plans or activities related to a change initiative affecting one's functional area or expertise and motivates division members' commitment to accept the change;</li> <li>◦ <u>Thinking Strategically and Creatively:</u> Intermediate: Creates or defines goals and initiatives based on how one can support, extend or align to the goals of one's department or functional area; and</li> <li>◦ <u>Creating and Nurturing a High Performing Organization:</u> Intermediate: Builds a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.</li> </ul>

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 **AUG 17 2018**.

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 present position for one (1) year (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:

ATTY. WILFREDO G. MONCANO  
Acting Director  
Mines and Geosciences Bureau, North Avenue, Diliman, Quezon City  
spb.mgb.co@gmail.com

Approved  
EDNA R. I  
Chief, Administ

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

This Office highly encourages all interested and qualified applicants to apply, including persons with disability, members of indigenous communities, and those with diverse sexual orientation, gender identity and expression.