

Republic of the Philippines  
**AGRICULTURAL TRAINING INSTITUTE**  
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 AGRICULTURAL TRAINING INSTITUTE in the CSC website:

  
Marisa O. Galgo  
HRMO

Date:

May 17, 2022

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	Administrative Assistant I	OSEC-DAB-ADAS1-63-2014	7	17899	Completion of two (2) years studies in college	None required	None required	Career Service Sub-Professional/ First Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
2	Training Specialist III	OSEC-DAB-TRNSP3-18-1998	18	45203	Bachelor's Degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center (CAR), La Trinidad, Benguet
3	Training Center Superintendent II	OSEC-DAB-TRNCS2-40-1998	24	88410	Masters Degree or Certificate in Leadership and Management from CSC	Forty (40) hours of supervisory/management training/learning and development intervention	Four (4) years of supervisory/management experience	Career Service Sub-Professional/ First Level Eligibility	N/A	Regional Training Center 4A- Brgy. Lapidario, Trece Martires City, Cavite
4	Training Specialist II	OSEC-DAB-TRNSP2-7-2014	15	35097	Bachelor's Degree relevant to the job	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 4A- Brgy. Lapidario, Trece Martires City, Cavite
5	Administrative Aide VI	OSEC-DAB-ADA6-189-2004	6	16877	Completion of two (2) years studies in college	None required	None required	Career Service Sub-Professional/ First Level Eligibility	N/A	Regional Training Center 4A- Brgy. Lapidario, Trece Martires City, Cavite
6	Network Controller I	OSEC-DAB-NETC1-62-2014	8	18998	Completion of two (2) years studies in college	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service Sub-Professional/ First Level Eligibility	N/A	Regional Training Center 4A- Brgy. Lapidario, Trece Martires City, Cavite

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7	Training Specialist III	OSEC-DAB-TRNSP3-14-1998	18	45203	Bachelor's Degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 6, Banga, Aklan
8	Training Center Superintendent II	OSEC-DAB-TRNCS2-19-1998	24	88410	Masters Degree or Certificate in Leadership and Management from CSC	Forty (40) hours of supervisory/management training/learning and development intervention	Four (4) years of supervisory/management experience	Career Service Sub-Professional/ First Level Eligibility	N/A	Regional Training Center 7, Tagbilaran City, Bohol
9	Agriculturist I	OSEC-DAB-AG1-240-1998	11	25439	Bachelor's degree in Agriculture and other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	N/A	Regional Training Center 8, VSU Compound, VISCA, Baybay City, Leyte
10	Training Specialist II	OSEC-DAB-TRNSP2-23-1998	15	35097	Bachelor's Degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 8, VSU Compound, VISCA, Baybay City, Leyte
11	Development Management Officer I	OSEC-DAB-DMO1-163-2014	11	25439	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	N/A	Regional Training Center 13, Butuan City

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 May 27, 2022.

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. Work Experience Sheet (Attachment to CS Form No. 212) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
3. Performance rating in the last rating period (if applicable);
4. **Authenticated** certificate of eligibility/rating/license; and
5. Photocopy of Transcript of Records.

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

  
MARISA O. BALGO  
AO V, HRM, AFU-OD  
Elliptical Road, Diliman, Quezon City  
[hrmo.co@ati.da.gov.ph](mailto:hrmo.co@ati.da.gov.ph)

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