

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:

  
**MILAGROS C. URBANO**  
HRMO

Date: August 22, 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 Officer I	OSEC-DAB-ADOF1-74-2004	10	22,190.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
2	Planning Officer IV	OSEC-DAB-PLO4-3-1998	22	69,963.00	Bachelor's Degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
3	Project Evaluation Officer I	OSEC-DAB-PEO1-58-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
4	Planning Officer I	OSEC-DAB-PLO1-12-1998	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
5	Administrative Assistant I	OSEC-DAB-ADAS1-51-2004	7	17,899.00	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
6	Media Production Specialist II	OSEC-DAB-MPXS2-19-2014	15	35,097.00	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	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
7	Computer Maintenance Technologist II	OSEC-DAB-CTMT2-50-2014	15	35,097.00	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	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
8	Information Officer I	OSEC-DAB-INFO1-56-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City

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9	Information Officer I	OSEC-DAB-INFO1-55-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
10	Network Controller I	OSEC-DAB-NETC1-56-2014	8	18,998.00	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
11	Administrative Assistant I	OSEC-DAB-ADAS1-52-2004	7	17,899.00	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
12	Agriculturist II	OSEC-DAB-AG2-1317-1998	15	35,097.00	Bachelor's Degree in Agriculture and other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	Four (4) hours of relevant training	One (1) year of relevant experience	Relevant RA 1080	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
13	Agriculturist II	OSEC-DAB-AG2-1306-1998	15	35,097.00	Bachelor's Degree in Agriculture and other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	Four (4) hours of relevant training	One (1) year of relevant experience	Relevant RA 1080	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
14	Agriculturist II	OSEC-DAB-AG2-1110-1998	15	35,097.00	Bachelor's Degree in Agriculture and other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	Four (4) hours of relevant training	One (1) year of relevant experience	Relevant RA 1080	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
15	Agriculturist I	OSEC-DAB-AG1-118-2014	11	25,439.00	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	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
16	Development Management Officer III	OSEC-DABO-DMO3-61-2014	18	45,203.00	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	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
17	Development Management Officer II	OSEC-DAB-DMO2-62-2014	15	35,097.00	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	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City

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18	Development Management Officer I	OSEC-DAB-DMO1-126-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
19	Development Management Officer I	OSEC-DAB-DMO1-127-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
20	Development Management Officer I	OSEC-DAB-DMO1-130-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
21	Development Management Officer I	OSEC-DAB-DMO1-131-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
22	Development Management Officer I	OSEC-DAB-DMO1-132-2014	11	25,439.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional/Second Level Eligibility	N/A	National Capital Region (NCR) Elliptical Road, Diliman, Quezon City
23	Administrative Assistant I	OSEC-DAB-ADAS1-64-2014	7	17,899.00	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

Interested and qualified applicants should signify their interest in writing. **Kindly indicate the plantilla item of the position being applied for.** Attach the following documents to the application letter and send to the address below not later than September 2, 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:

**MILAGROS C. URBANO**  
 OIC-HRMO, 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.**