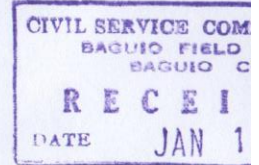


Department of Environment and Natural Resources

Mines and Geosciences Bureau

Cordillera Administrative region
 #80 Diego Silang St., Baguio City
 442-6392



PUBLICATION OF VACANT POSITION

ITEM NUMBER	POSITION TITLE AND SALARY GRADE	PLACE OF ASSIGNMENT	QUALIFICATION STANDARDS		
			EDUCATION	EXPERIENCE	TRAINING
MGBB-ADOF3-58-2004	Administrative Officer III – SG-14 (Supply Officer)	Finance & Administrative Division	Bachelor's Degree	1 year of relevant experience	4 hrs. of relevant training
MGBB-ADAS3-86-2004	Administrative Assistant III – SG-9 (Sr. Bookkeeper)	Finance & Administrative Division	Completion of two (2) years studies in college	1 year of relevant experience	4 hrs. of relevant training
MGBB-ADAS2-28-2004	Administrative Assistant II – SG-8 (Budgeting Assistant)	Finance & Administrative Division	Completion of two (2) years studies in college	1 year of relevant experience	4 hrs. of relevant training
MGBB-SRAS2-14-2014	Science Research Specialist II – SG-16	Mine Safety Environment & Social Development Division	Bachelor's Degree relevant to the job	1 year of relevant experience	4 hrs. of relevant training
MGBB-ENG2-42-1998	Engineer II – SG-16	Mine Management Division	Bachelor's Degree relevant to the job (Mining)	1 year of relevant experience	4 hrs. of relevant training
MGBB-SRSRS-39-2014	Sr. Science Research Specialist – SG-19	Mine Safety Environment & Social Development Division	Bachelor's Degree relevant to the job	2 years of relevant experience	8 hrs. of relevant training

NOTE: Applicants are requested to submit to the Finance and Administrative Division not later than January 27, 2017, the following documents:

- (1) Comprehensive Resume
 - (2) copy of Diploma or Transcript of Records,
 - (3) Copy of Eligibility,
 - (4) Copy of Certificate of Seminar/Trainings attended,
 - (5) Copy of Certificate of Employment or Service Record
 - (6) Copy of Performance Evaluation Report,
 - (7) Other relevant documents.
- Kindly present the original copy of all documents for authentication purposes. Late or incomplete submission of requirements will not be entertained.

Date Posted: January 17, 2017

Fay W. Apil
FAY W. APIL
 OIC, Office of the Regional Director

DATE OF PUBLICATION:
 JAN 20 2017

Nicker P. Abbugao
NICKER P. ABBUGAO
 -HR Specialist I