



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF PINAMALAYAN

OFFICE OF THE MUNICIPAL MAYOR HUMAN RESOURCE MANAGEMENT OFFICE



Municipal Government Complex, Madrid Boulevard, Zone III, Pinamalayan, Oriental Mindoro 5208
Email: hrmo@pinamalayan.gov.ph ~ Telephone: (043) 7389-454

JOB VACANCY

APPLICATION PERIOD: **SEPTEMBER 14 TO 29, 2022**

POSITION PROFILE:

POSITION TITLE : **AGRICULTURAL TECHNOLOGIST**
ASSIGNED OFFICE : **MUNICIPAL AGRICULTURE OFFICE**
ITEM NUMBER : **223**
SALARY GRADE : **SG-10**
MONTHLY SALARY : **19,971.00**

MINIMUM REQUIREMENTS OF THE POSITION:

EDUCATION : Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine
TRAINING : None required
EXPERIENCE : None required
ELIGIBILITY : Relevant RA 1080
COMPETENCIES : Core and organizational competencies

PERCENTAGE OF WORKING TIME	STATEMENT OF DUTIES AND RESPONSIBILITIES	REQUIRED COMPETENCY LEVEL
5%	Formulate farm development plans on Agriculture and fisheries to increase production, raise income of clientele in the municipality/barangays covered and uplift the well-being of the community.	Intermediate
35%	Disseminates information thru farm/home visits, demonstrations, trainings/classes, meetings and conferences on improved farm practices, maintenance/upgrading of livestock and poultry, nutrition, home management practices, fishery/aquatic resources management, conservation of resources and enforcement of regulatory and quarantine laws, laws and regulations, and the like.	Intermediate
5%	Promotes/maintains clientele organizations for multiplier effect in the transfer of packages of technology.	Intermediate
2%	Assist clientele in the preparation of farm plans and budgets.	Intermediate
3%	Identifies and assists in the development of agri-business projects and recommends cooperative marketing strategies for clientele to secure loans and prepare schedules of payment/repayment.	Intermediate
10%	Conduct Artificial Insemination for livestock.	Intermediate
5%	Diagnose and treat sick animals.	Intermediate
5%	Conduct Anti-Rabies vaccination.	Intermediate
15%	Implementation of local and national programs/projects in the locality.	Intermediate
5%	Submits monthly and periodic reports, and performs related and other functions.	Intermediate
10%	Other related activities	Intermediate
Total: 100%		

LIST OF COMPLETE REQUIREMENTS:

1. Application letter indicating the position title, item number and office where the position exists;
2. Fully accomplished **Personal Data Sheet (PDS)** with recent passport-sized picture (CS Form No. 212, Revised 2017) and with **Work Experience Sheet**, which can be downloaded at www.csc.gov.ph;
3. Authenticated certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records;
5. Certificates of Trainings and Seminars attended relevant to the position applied for;
6. Certificates of Employment for work experiences that are relevant to the position applied for;
7. Performance rating in the last 2 rating periods (for government employees);
8. Service Record (for government employees from other agencies);
9. PSA-issued Birth Certificate;
10. PSA-issued Marriage Certificate (for married female applicants);

Submit **physical copy** of these requirements to the Human Resource Management Office on or before the end of the application period indicated above. For more information, contact the HRMO at (043) 7389-454 or email them at hrmo@pinamalayan.gov.ph.

The Municipal Government of Pinamalayan upholds equality in the recruitment, selection and placement (RSP) procedures, and strictly prohibits discrimination, prejudice and impartiality regarding sex, age, ethnicity, civil status, physical condition, religious affiliation and political connection of applicants in the conduct of RSP procedures.



Republic of the Philippines
MGO PINAMALAYAN, ORIENTAL MINDORO
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 MGO PINAMALAYAN, ORIENTAL MINDORO in the CSC website:

NEMIA B. MONSANTO

HRMO

Date: 14-Sep-22

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 Technologist	223	10	19,971.00	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	Core and organizational competencies	Municipal Agriculture Office

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 September 29, 2022.

***The Municipal Government of Pinamalayan upholds equality in the recruitment, selection and placement (RSP) processes, and strictly prohibits discrimination, prejudice and impartiality regarding sex, age, ethnicity, civil status, physical condition, religious affiliation and political connection of applicants in the conduct of RSP processes.

***Requirements:

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;
2. Performance rating **in the last 2 rating periods** (if applicable);
3. Authenticated certificate of eligibility/rating/license;

4. Photocopy of Transcript of Records;
5. Certificates of Trainings and Seminars attended relevant to the position applied for; and
6. Certificates of Employment for work experiences that are relevant to the position applied for.

***Submit physical copy of these requirements at the HRMO on or before the deadline.

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

NEMIA B. MONSANTO

MGDH I

Zone III, Pinamalayan, Oriental Mindoro

hrmo@pinamalayan.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.