

Republic of the Philippines
MINES AND GEOSCIENCES BUREAU
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 MINES AND GEOSCIENCES BUREAU in the CSC website:

JOSEPH R. RIVERA
HRMO

Date: March 09, 2021

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	Chief Geologist	MGBB-CG-24-2014	24	36,742.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	40 hours of supervisory management learning and development intervention	4 years of supervisory management experience	RA 1080	INTERMEDIATE - Building Collaborative and Inclusive Working Relationships: Builds partnerships and networks to deliver or enhance work outcomes; - Managing Performance and Coaching for Results: 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; - Leading Change: Implements plans or activities related to a change initiative affecting one's functional area of expertise and motivates division members' commitment to accept the change; - Thinking Strategically and Creatively: 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 - Creating and Nurturing a High Performing Organization: Builds a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.	Mines and Geosciences Bureau Central Office - Land Geological Survey Division
2	Chief Geologist	MGBB-CG-5-1998	24	86,742.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	40 hours of supervisory management learning and development intervention	4 years of supervisory management experience	RA 1080	INTERMEDIATE - Building Collaborative and Inclusive Working Relationships: Builds partnerships and networks to deliver or enhance work outcomes; - Managing Performance and Coaching for Results: 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; - Leading Change: Implements plans or activities related to a change initiative affecting one's functional area of expertise and motivates division members' commitment to accept the change; - Thinking Strategically and Creatively: 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 - Creating and Nurturing a High Performing Organization: Builds a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.	Mines and Geosciences Bureau Central Office - Marine Geological Survey Division
3	Chief Administrative Officer	MGBB-CADOF-10-2004	24	56,742.00	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory management learning and development intervention	4 years of supervisory management experience	Career Service Professional 2nd Level Eligibility	INTERMEDIATE - Building Collaborative and Inclusive Working Relationships: Builds partnerships and networks to deliver or enhance work outcomes; - Managing Performance and Coaching for Results: 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; - Leading Change: Implements plans or activities related to a change initiative affecting one's functional area of expertise and motivates division members' commitment to accept the change; - Thinking Strategically and Creatively: 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 - Creating and Nurturing a High Performing Organization: Builds a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.	Mines and Geosciences Bureau Central Office - Financial and Management Division

CIVIL SERVICE COMMISSION
National Capital Region
CSFO-DENR

RECEIVED

DATE: 3-9-21

TIME: _____

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
4	Chief Science Research Specialist	MGBB-CSRS-10-1998	24	86,742.00	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory management learning and development intervention	4 years of supervisory management experience	Career Service Professional 2nd Level Eligibility	INTERMEDIATE - <u>Building Collaborative and Inclusive Working Relationships:</u> Builds partnerships and networks to deliver or enhance work outcomes; - <u>Managing Performance and Coaching for Results:</u> 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; - <u>Leading Change:</u> 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; - <u>Thinking Strategically and Creatively:</u> 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 - <u>Creating and Nurturing a High Performing Organization:</u> Builds a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team	Mines and Geosciences Bureau Central Office - Mine Safety, Environment and Social Development Division
5	Engineer V	MGBB-ENG5-2-1998	24	85,742.00	Bachelor's Degree in Engineering Relevant to the Job	40 hours of supervisory management learning and development intervention	4 years of supervisory management experience	RA 1080	INTERMEDIATE - <u>Building Collaborative and Inclusive Working Relationships:</u> Builds partnerships and networks to deliver or enhance work outcomes; - <u>Managing Performance and Coaching for Results:</u> 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; - <u>Leading Change:</u> 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; - <u>Thinking Strategically and Creatively:</u> 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 - <u>Creating and Nurturing a High Performing Organization:</u> Builds a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team	Mines and Geosciences Bureau Central Office - Mining Tenements Management Division

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 **March 23, 2021**:

1. Fully accomplished and signed Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet (Attachment to CS Form No. 212) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records and Diploma;
5. Application Letter (specifying the position title and item number applied for);
6. Copies of Certificates of Training program completed; and
7. Certificates of Employment from all previous employers/Certified copy of Service Record.

ONLY QUALIFIED APPLICANTS WITH COMPLETE REQUIREMENTS AND SUPPORTING DOCUMENTS WILL BE CONSIDERED FOR THE ASSESSMENT.

This Office highly encourages interested and qualified applicants including persons with disability (PWD), members of Indigenous communities, regardless of sexual orientation, gender identity expression (SOGIE).

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

JOSEPH P. RIVERA
Administrative Officer V
Mines and Geosciences Bureau, North Avenue, Diliman, Quezon City
mgbco.hrmpsb@gmail.com

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Geologist II	MGBB-GEOL2-20-2014	15	33,575.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	Four (4) hours of Relevant Training	One (1) year of Relevant Experience	RA 1080		Mines and Geosciences Bureau Central Office
2	Geologist II	MGBB-GEOL2-21-2014	15	33,575.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	Four (4) hours of Relevant Training	One (1) year of Relevant Experience	RA 1080		Mines and Geosciences Bureau Central Office
3	Geologist II	MGBB-GEOL2-26-2014	15	33,575.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	Four (4) hours of Relevant Training	One (1) year of Relevant Experience	RA 1080		Mines and Geosciences Bureau Central Office
4	Geologist II	MGBB-GEOL2-27-2014	15	33,575.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	Four (4) hours of Relevant Training	One (1) year of Relevant Experience	RA 1080		Mines and Geosciences Bureau Central Office
5	Senior Geologist	MGBB-SRGEO-40-2014	18	43,681.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	Eight (8) hours of Relevant Training	Two (2) years of Relevant Experience	RA 1080		Mines and Geosciences Bureau Central Office

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Chief, Human Resource Management Section

Mines and Geosciences Bureau, North Avenue, Diliman, Quezon City

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1	Senior Science Research Specialist	MGBB-SRSRS-97-1998	19	48,313.00	Bachelor's Degree Relevant to the Job	8 hours of Relevant Training	2 years of Relevant Experience	Career Service (Professional); 2nd Level Eligibility		Mines and Geosciences Bureau Central Office
2	Senior Science Research Specialist	MGBB-SRSRS-98-1998	19	48,313.00	Bachelor's Degree Relevant to the Job	8 hours of Relevant Training	2 years of Relevant Experience	Career Service (Professional); 2nd Level Eligibility		Mines and Geosciences Bureau Central Office
3	Senior Science Research Specialist	MGBB-SRSRS-99-1998	19	48,313.00	Bachelor's Degree Relevant to the Job	8 hours of Relevant Training	2 years of Relevant Experience	Career Service (Professional); 2nd Level Eligibility		Mines and Geosciences Bureau Central Office
4	Engineer III	MGBB-ENG3-120-1998	19	48,313.00	Bachelor's Degree in Engineering Relevant to the Job	8 hours of Relevant Training	2 years of Relevant Experience	RA 1080		Mines and Geosciences Bureau Central Office
5	Computer Programmer II	MGBB-COMPRO2-1-1998	15	33,575.00	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Professional; 2nd Level Eligibility or Electronic Data Processing Specialist Eligibility (CSC MC No. 13, s. 2016)		Mines and Geosciences Bureau Central Office

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1	Laboratory Technician I	MGBB-LABT1-3-1998	6	16,200.00	Completion of two years studies in College	None Required	None Required	CSC MC 10, s. 2013 Category II; Laboratory Technician Eligibility		Mines and Geosciences Bureau Central Office
2	Laboratory Technician I	MGBB-LABT1-4-1998	6	16,200.00	Completion of two years studies in College	None Required	None Required	CSC MC 10, s. 2013 Category II; Laboratory Technician Eligibility		Mines and Geosciences Bureau Central Office
3	Librarian II	MGBB-LIB2-1-1998	15	33,575.00	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	4 hours of relevant training	1 year of relevant experience	RA 1080		Mines and Geosciences Bureau Central Office
4	Engineer II	MGBB-ENG2-65-1998	16	36,628.00	Bachelor's Degree in Engineering Relevant to the Job	4 hours of relevant training	1 year of relevant experience	RA 1080		Mines and Geosciences Bureau Central Office
5	Supervising Geologist	MGBB-SVGEO-32-2014	22	63,415.00	Bachelor of Science in Geology or Bachelor of Science/Arts major in Geology	16 hours of Relevant Training	3 years of Relevant Experience	RA 1080		Mines and Geosciences Bureau Central Office
6	Development Management Officer III	MGBB-DMO3-31-2014	18	43,681.00	Bachelor's Degree Relevant to the Job	8 hours of Relevant Training	2 years of Relevant Experience	Career Service (Professional); 2nd Level Eligibility		Mines and Geosciences Bureau Central Office

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