

Republic of the Philippines  
**DEPARTMENT OF AGRARIAN REFORM**  
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 DEPARTMENT OF AGRARIAN REFORM in the CSC website:

  
**ATTY. KATRINA GLADYS G. REGUNTON**  
OIC-Chief Administrative Officer

Date: April 26, 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	Attorney V	ATY5-263-2010	25	₱98,886.00	Master's Degree OR Certificate in Leadership and Management from the CSC / Bachelor of Laws	40 hours of supervisory/management learning and development intervention.	4 years of supervisory/management experience	RA 1080 (BAR)	1. Building collaborative, inclusive working relationships; 2. Managing performance and coaching results; 3. Leading Change; 4. Thinking strategically and creatively; 5. Creating and nurturing high performing organization.	BALA - Claims and Conflicts Division
2	Senior Agrarian Reform Program Officer	SARPO-45-2014	18	₱43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional		BALA - Agrarian Reform Beneficiaries Legal Assistance Division
3	Economist III	ECO3-24-2014	18	₱43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional		BALA - Land Use Cases Division
4	Economist III	ECO3-1-1998	18	₱43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional		BALA - Land Use Cases Division
5	Senior Agrarian Reform Program Officer	SARPO-99-1998	18	₱43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional		BALA - Land Use Cases Division
6	Senior Agrarian Reform Program Officer	SARPO-102-1998	18	₱43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional		BALA - Land Use Cases Division
7	Senior Agrarian Reform Program Officer	SARPO-379-2014	18	₱43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS Professional		BALA - Legal Information and Research Division
8	Agrarian Reform Program Officer II	ARPO2-41-2014	15	₱33,575.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional		BALA - Land Use Cases Division
9	Agrarian Reform Program Officer II	ARPO2-47-2014	15	₱33,575.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional		BALA - Land Use Cases Division

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10	Administrative Assistant III (Secretary II)	ADAS3-24-2004	9	₱19,593.00	Completion of two-year studies in college	4 hours of relevant training	1 year of relevant experience	CS Sub Professional		BALA - Office of the Director
11	Administrative Aide VI (Clerk III)	ADA6-45-2004	6	₱16,200.00	Completion of two-year studies in college	None required	None required	CS Sub Professional		BALA - Office of the Director
12	Administrative Aide VI (Clerk III)	ADA6-5-2015	6	₱16,200.00	Completion of two-year studies in college	None required	None required	CS Sub Professional		BALA - Agrarian Reform Beneficiaries Legal Assistance Division
13	Administrative Aide VI (Clerk III)	ADA6-453-2014	6	₱16,200.00	Completion of two-year studies in college	None required	None required	CS Sub Professional		BALA - Claims and Conflicts 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 May 7, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and 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. Performance rating **In the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records; and
5. Photocopy of Training Certificates.

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

**ATTY. KATRINA GLADYS G. REGUNTON**  
 OIC-Chief Administrative Officer, Personnel Division  
 Elliptical Road, Diliman, Quezon City  
[dar.rsp.personnel@gmail.com](mailto:dar.rsp.personnel@gmail.com)

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