

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:

  
**MARIA ELIZABETH D. ESTEBAN**  
Chief Administrative Officer

Date: September 14, 2022

| No. | Position Title (Parenthetical Title, if applicable) | Plantilla Item No. | Salary/ Job/<br>Pay Grade | Monthly Salary | Qualification Standards  |  |  |                 |  | Place of Assignment                          |
|-----|---|--------------------|---------------------------|----------------|--|--|--|-----------------|--|--|
|     |   |                    |                           |                | Education  | Training   | Experience                                   | Eligibility     | Competency (if applicable)   |  |
| 1   | Attorney V  | ATY5-7-1998        | 25                        | ₱100,788.00    | 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;<br>2. Managing performance and coaching results;<br>3. Leading Change;<br>4. Thinking strategically and creatively;<br>5. Creating and nurturing high performing organization. | BATAAN - Legal Division                      |
| 2   | Attorney V  | ATY5-8-1998        | 25                        | ₱100,788.00    | 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;<br>2. Managing performance and coaching results;<br>3. Leading Change;<br>4. Thinking strategically and creatively;<br>5. Creating and nurturing high performing organization. | TARLAC - Legal Division                      |
| 3   | Chief Administrative Officer                        | CADOF-71-2014      | 24                        | ₱88,410.00     | 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 | CS Professional | 1. Building collaborative, inclusive working relationships;<br>2. Managing performance and coaching results;<br>3. Leading Change;<br>4. Thinking strategically and creatively;<br>5. Creating and nurturing high performing organization. | BATAAN - Administrative and Finance 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 September 26, 2022.

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;
5. Photocopy of Training Certificates; and
6. Photocopy of Certificate of Employment/Service Record from previous employers.

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

**JAMES ARSENIO O. PONCE**

Regional Director

DAR Regional Office III

B&S Technology Center Building, Sta. Lucia,

City of San Fernando, Pampanga

[dar3personnel@yahoo.com](mailto:dar3personnel@yahoo.com)

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