



REPUBLIC OF THE PHILIPPINES
NATIONAL IRRIGATION ADMINISTRATION
MIMAROPA REGIONAL OFFICE

Date: _____

TO : **THE DIVISION MANAGERS**
All IMOs
This Agency

Attention : IRM/D Officer C

SUBJECT : **POSTING OF INVITATION TO APPLY FOR VACANT POSITION**

Attached is the invitation to apply for the following vacant position:

Position Title / SG	Item No. / Location
Senior Engineer A / SG 16	Item No. 82-116 / NIA Region IV-B, Mindoro Occidental Irrigation Management Office Caguray-Lumintao-Pagbahán-Amnay Patrick- Monpong River Irrigation System

You are advised to post/announce the same in your office.

Thank you.


JOY U. BAUTISTA
Administrative Services Officer V
SRL- 

Noted by:


WILLIAM P. RAGODON
Regional Manager
LLL- 
KCMH-A- 

**NATIONAL IRRIGATION ADMINISTRATION
MIMAROPA REGION**

A N N O U N C E M E N T

WE INVITE YOU TO APPLY FOR THE FOLLOWING VACANT POSITION

Position Title : SENIOR ENGINEER A / SG 16

Item Nos. 82-116

Location : NIA Region 4-B

Mindoro Occidental Irrigation Management Office
Caguray-Lumintao-Pagbahan-Amnay-Patrick-Monpong River
Irrigation System

I. Minimum Qualification Requirements:

Education : Bachelor's degree in Engineering relevant to the job

Experience : 1 year of relevant experience

Training : 4 hours of relevant training

Eligibility : RA 1080

II. Duties & Responsibilities:

- Conduct inspection and monitoring of CIS/NIS operation and maintenance performance and assess needs for planning purposes and ISF/amortization collections;
- Assist in the coordination with all stakeholders, IAs, NGOs/NGAs in the province to proper dissemination of plans, programs and performance of the system;
- Collect data on harvest, water use, production cost, market value and other data that may be requested;
- Prepare a) plans and programs to close the gap between the irrigated and service areas and increase crop production, d) strategies to increase the collection of ISF and other sources of income, c) plans and programs on institutional development particularly the implementation of IMT;
- Perform other related functions.

III. Assessment Process:

1. Initial Assessment Steps
 - a. HR Pre-screening
 - b. Human Resource Merit Promotion and Selection Board (HRMPSB) screening
2. Further Assessment Steps
 - a. Work-related Written examinations
 - b. Panel interview
 - c. Other related tests, i.e., IQ Test/Personality Test, as deemed necessary

IV. Documentary Requirements:

- All interested qualified applicants shall submit the following to the Office of the Regional Irrigation Manager, Attn.: Administrative Section, NIA Regional Office IV-B, Bayanan II, Calapan City, Oriental Mindoro.
 - a. Letter of Application indicating the position applied for submission not later than the 15th working days from publication.
OCT 28 2020.
 - b. Updated Personal Data Sheet;
 - c. Latest Performance Rating in the present position (if applicable)
 - d. Photocopy of Eligibility/Rating/License
 - e. Photocopy of Certificates of training/seminars attended.
 - f. Photocopy of TOR
 - g. Certificates of Employment from previous employment (if applicable)
- **Qualifications of applicants without supporting documents shall not be evaluated and considered.**

V. Other Relevant Information:

- Candidate/s found by the HRMPSB to have met the minimum qualification requirements (Item I) and have successfully hurdled the Assessment Process (Item III) will be certified by the HRMPSB as qualified for appointment/promotion to the subject vacancy.

Date of Posting : OCT 08 2020 - OCT 17 2020

Date of Publication : OCT 07 2020


WILLIAM P. RAGODON
Regional Manager

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JUB-
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