

LIST OF VACANT POSITIONS as of JULY 2021

NAMRIA-RSP-Form03 Rev05

Map your future with us!

The NATIONAL MAPPING and RESOURCE INFORMATION AUTHORITY (NAMRIA) an attached government agency of the Department of Environment and Natural Resources (DENR) is ndated to act as the "Central Mapping and Resource Information Agency of the government. Our vision is to be the center of excellence, building a geospatially-empowered Philippine

APPLICATION GENERAL GUIDELINES

- 1. All qualified applicants are invited to email at hrmsrecruitment@namria.gov.ph the original scanned copies of the following application documents (per position applied for).
 - a. Application letter, indicating the vacant position being applied for and its corresponding item number addressed to:

Usec. PETER N. TIANGCO, PhD, CESO I Administrator, NAMRIA

- b. Properly accomplished Personal Data Sheet (CS Form 212 Revised 2017); NAMRIA employees are required to update their Electronic PDS (EPDS) account
- c. Work Experience Sheet (CSC Form No. 212) (csc.gov.ph)
- d. Two (2) recent Individual Performance Commitment and Review (IPCR) Form or its equivalent (for government employees); and
- e. Other Application Documents:

e.1) Certificates of Trainings Attended:

issued by the Civil Service Commission (CSC)

e.3) Authenticated Certificate of Eligiblity e.5) College Diploma and Transcript of Records (TOR);

or Career Service Eligibility (CESB) (as needed);

e. 6) Service Record (for government employees);

e.2) Certificate/s of Previous Employment;

e.4) Valid Professional License issued by PRC/SC/MARINA (as needed); and

e. 7) Certificate of Award/Recognition conferred by NAMRIA and other recognized and prestigious awarding bodies

- 2. The original and photocopy of the scanned documents shall be presented for HR authentication upon request of the HR Officer
- 2.a. The photocopy of documents shall be placed in a long brown envelope with the Application Checklist (See posting attachment)
- 3. External applicants shall download and accomplish the Applicant's Qualification form (http://www.namria.gov.ph/downloads/hr/applicantqualificationform.xlsx) and email it, in excel format, along with the required documents.
- The email subject or title shall follow this format: APPLICATION FOR <POSITION TITLE>_<ITEM NUMBER>_<Division/Branch><Full Name of Applicant> (e.g. APPLICATION FOR ADMINISTRATIVE OFFICER II_NAMRIAB-ADOF2-17-2005_AD/SSB Maria Natividad)
- 5. Only applications submitted on time and with COMPLETE DOCUMENTARY REQUIREMENTS shall be considered.
- 6. The Scanned documentary requirements submitted shall only be used for the position applied for. A maximum of three (3) positions can be applied by the applicants.
- 7. The submitted application documents (hard and electronic copies) shall be solely used for recruitment purposes and shall be retained for a period of one (1) year; afterwards, they shall be disposed of in accordance with applicable laws and office regulations.

JUL 1 5 2021 8. DEADLINE OF APPLICATION:

> ATTY. JESSIE M. RACIMO **OIC Chief, Administrative Division**

For queries, applicants may contact HRMS at 88105458

Usec. PETER N.VTIANGCO, PHD, CESO I

Administrator

LOVP 2021-007 (HB)

APPROVED FOR PUBLICATION **☑** BULLETIN BOARD ■ NEWSPAPER OTHERS 9 BY: ZENAIDA A. LEANO



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LIST OF VACANT POSITIONS as of JULY 2021

HYDROGRAPHY BRANCH (HB) - (28) Vacant Position/s

No.	POSITION	Unique Item No.	Salary Grade	Basic Salary per Month	Requirement	Education	Relevant Experience	Relevant Training	Eligibility	Place of Assignment	
1		NAMRIA B-SM3S- 45-1998 NAMRIA B-SM3S- 46-1998 NAMRIA B-SM3S- 47-1998 NAMRIA B-SM3S- 49-1998 NAMRIA B-SM3S- 50-1998 NAMRIA B-SM3S- 50-1998 NAMRIA B-SM3S- 51-1998	N.A.	29,668	CSC Minimum Requirement		8		None	BRP Hydrographer Presbitero, Survey Support Division	
	Seven (7) Seaman Third Class (SN3)				Competency- Based Qualification Standard	At least 72 completed units in college or a Senior High School Graduate with relevant TESDA course (preferably engine or seamanship related course)	None	None			
	Technical Competencies required	Basic knowledge on machine maintenance and repair. Must be able to read electrical and machine diagrams and plans.									
	Job Description:	Perform general maintenance, repair, sanitation and upkeep of material, equipment, and areas in the engine department.									
2	Seven (7) Seaman Third Class (SN3)	NAMRIA B-SM3S- 52-1998	B-SM3S-	29,668	CSC Minimum Requirement				None	BRP Hydrographer Ventura, Survey Support Division	
		B-SM3S- 53-1998 NAMRIA B-SM3S- 54-1998 NAMRIA B-SM3S- 55-1998			Competency- Based	At least 72 completed units in college or a Senior High School Graduate with	None	None			
2	(5N3)	B-SM3S- 56-1998 NAMRIA B-SM3S- 57-1998 NAMRIA B-SM3S-			Qualification Standard	relevant TESDA course (preferably engine or seamanship related course)	ø				
2	Technical Competencies required	B-SM3S- 56-1998 NAMRIA B-SM3S- 57-1998 NAMRIA B-SM3S- 58-1998	owledge o	on machine	Standard	course (preferably engine or seamanship	able to read e	lectrical and	I machine di	Division	

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					CSC Minimum Requirement						
3	Four (4) Seaman Third Class (SN3)	NAMRIA B-SM3S- 60-1998 NAMRIA B-SM3S- 61-1998 NAMRIA B-SM3S- 62-1998 NAMRIA B-SM3S- 63-1998	N.A.	29,668	Competency- Based Qualification Standard	At least 72 completed units in college (preferably in Englineering, IT, Geography, or related courses) or a Senior High School Graduate (preferably STEM) with relevant TESDA course	None	None	None	Nautical Charting Division	
	Technical Competencies required	Basic knowledge on GIS (data collection, data management, spatial analysis and output) underscoring cartography/chart compilation. Competency in oral and written skills.									
4	Job Description:	Perform tasks to compile paper charts and electronic navigational charts according to IHO standards. These include: gather topographic and bathymetric data, create and edit features, perform multi-level QA tests, conduct simulation, and final review and databasing.									
	Five (5) Seaman Third Class (SN3)	NAMRIA B-SM35- 64-1998 NAMRIA B-SM35- 65-1998 NAMRIA B-SM35- 66-1998 NAMRIA B-SM35- 67-1998 NAMRIA B-SM35- 68-1998	N.A.	29,668	CSC Minimum Requirement Competency- Based Qualification Standard	At least 72 completed units in college or a Senior High School Graduate with relevant TESDA course (preferably IT, Computer Science, and Electronics courses)	None	None	None	Physical Oceanography Division	
	Technical Competencies required Job	Has the ability to perform/execute any of the following work relevant to: 1) Information technology, 2) Electronics/Electrical, 3) Surveying, 4) Computer operation Assist in oceanographic field surveys, record and compute tidal leveling surveys, digitize/encode oceanographic data, and assist in									
	Description:	installation	n, repair, a	nd maintena	csc Minimum	ohic instruments.					
5	Four (4) Seaman Third Class (SN3)	NAMRIA B-SM3S- 70-1998 NAMRIA B-SM3S- 71-1998 NAMRIA B-SM3S- 72-1998 NAMRIA B-SM3S- 73-1998	N.A.	29,668	Requirement Competency- Based Qualification Standard	At least 72 completed units in college (preferably in Engineering, Geography, or related courses) or a Senior High School Graduate (preferably STEM) with relevant TESDA course	None	None	None	Maritime Affairs Division	
	Technical Competencies required	Basic knowledge on GIS (data collection, data management, spatial analysis and output). Competency in oral and written skills. Perform tasks to compile maritime maps and other geospatial products. Tasks include: gathering of relevant data, creation and									
	Job Description:	editing of f	features, p	erform mult	i-level QA tests, co	geospatial products. Induct simulation, ar	nd final review a	gathering of i	g.	creation and	
6	One (1) Seaman Third Class (SN3)	NAMRIA B-SM3S- 1-1998	N.A.	29,668	CSC Minimum Requirement Competency- Based Qualification Standard	At least 72 completed units in college or a Senior High School Graduate with relevant TESDA course	None	None	None	Office of the Director	
	Technical Competencies required	and edit of basic mat	document :h.	ts such as I	etters, memorar	icient in MS Word idum and reports.	Proficient in	proofreading	g, spelling, g	rammar and	
	Job Description:	Handles administrative and clerical duties such as but not limited to (a) drafting correspondences, (b) typing, preparing and collating reports, and (c) client services.							aring and		
			15.8		*** NOTHING	FOLLOWS ***					