

Republic of the Philippines
Philippine Council for Agriculture and Fisheries
Request for Publication of Vacant Positions

DA MAY-03-2019 02:47PM

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the vacant position, which is authorized to be filled, at the Philippine Council for Agriculture and Fisheries in the CSC website:

Braulio B. Castro, Jr.
BRAULIO B. CASTRO, JR.

Chief, Human Resource Development Section

Date: 5/3/2019

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	Information Systems Analyst II	PCAFB-INFOSA2-14-2014	16	33,584.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional/ Second Level Eligibility	Core Competencies: Exemplifying Integrity; Delivering Service Excellence; Solving Problems and Making Decisions; Demonstrating Personal Effectiveness; Speaking Effectively; Writing Effectively; Championing and Applying Innovation; Planning and Delivering; Managing Information	Planning, Monitoring and Knowledge Management Division-Knowledge Management Section

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 17, 2019.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) 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; and
4. Photocopy of Transcript of Records.

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

BRAULIO B. CASTRO, JR.
Chief, Human Resource Development Section
Apacible Bldg., DA Compound, Elliptical Road, Diliman, Quezon City
jongbc1965@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

ADMINISTRATIVE, FINANCIAL AND MANAGEMENT DIVISION
Approved for Posting:
Fidelia de Asis-Andres
FIDELIA DE ASIS-ANDRES
Date: _____
Chief, AFMD

Date of Publication
MAY 03 2019
CSC-DA FO



PHILIPPINE COUNCIL FOR AGRICULTURE AND FISHERIES VACANT POSITIONS

INFORMATION SYSTEMS ANALYST II; SG-16; (1 position)

Planning, Monitoring and Knowledge Management Division-Knowledge Management Section

QUALIFICATION STANDARDS

Education	:	Bachelor's degree relevant to the job
Experience	:	1 year of relevant experience
Training	:	4 hours of relevant training
Eligibility	:	Career Service Professional/Second Level Eligibility

Duties and Responsibilities:

1. Develops and maintains agency information management system data/knowledge base;
2. Formulates policies, standard operating procedures and standards for the effective installation and maintenance of ICT related security measures and mechanisms;
3. Provides PCAF-related data and information that will meet required informational requirements of stakeholders, oversight agencies and the National Information Network;
4. Develops knowledge management and knowledge sharing technology support instruments, tools and templates for identifying, capturing, sharing, creating and generating new knowledge, and diffusing knowledge and information; and
5. Performs other functions as may be assigned by the management.
