



JOB POSTING

07 August 2023

OFFICE OF THE CITY ACCOUNTANT				
POSITION	SALARY GRADE	MONTHLY SALARY	ITEM NO.	QUALIFICATIONS
Accountant I	12	Php 23,332.00	125	<ul style="list-style-type: none"> Bachelor's degree in Commerce/ Business Administration major in Accounting With RA 1080/ (Certified Public Accountant) Preferably with experience and training in accounting, budgeting and treasury work Must demonstrate intermediate competency in accounting and auditing Proficient in creative problem-solving, initiative, financial skills and information technology applications Filipino citizen of good moral character Positive work attitude Resident of the City of Batac, Ilocos Norte

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OFFICE OF THE CITY AGRICULTURIST				
POSITION	SALARY GRADE	MONTHLY SALARY	ITEM NO.	QUALIFICATIONS
Agricultural Technologist	10	Php 18,541.00	278 280 281 282 285 286 287 288	<ul style="list-style-type: none"> Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine With experience in agricultural research and extension work is an advantage Relevant RA 1080 (<i>Agriculturist, Agricultural Engineer, Fisheries Technologist and Veterinarian, depending on the functions, duties and responsibilities, as indicated in the Position Description Form</i>) Proficient in information technology applications and with good problem solving, communications and initiative skills Filipino citizen of good moral character Positive work attitude Resident of the City of Batac, Ilocos Norte



The City Government of Batac upholds Equal Employment Opportunity Principle, thus application from qualified PWD candidates, members of the indigenous communities and from any sexual orientation and gender identities group is encouraged.

Qualified and interested applicants must apply at the Human Resource Management Office, Second Floor, City Hall of Batac on or before **August 31, 2023** or send **complete application requirements** via email at hrmobatac@gmail.com.

Application requirements (THREE COPIES):

1. Application Letter addressed to the City Mayor, Honorable Albert D. Chua;
2. Resume/ Fully accomplished Personal Data Sheet (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph ;
3. Authenticated Copy of Transcript of Records (TOR);
4. Authenticated Certificate of Eligibility/Certificate of Board Rating;
5. Certificate of Work Experience / Certificate of Employment;
6. Very Satisfactory rating in the latest performance evaluation, *if applicable*.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Prepared by:

MARLON F. SORIA
City Human Resource Management Officer

Noted by:


ENGR. ALBERT D. CHUA
City Mayor

Date: 08 August 2023