



WE'RE HIRING!

Requirements for all Positions

Interested and qualified applicants are requested to submit the following application requirements to the Human Resource Section not later than **February 19, 2023 at 5:00 o'clock in the afternoon**. For online application, submit your application requirements in PDF to dahrscaraga@gmail.com with the subject, **"Job Application: Position (Item Number)_Family Name"**:

1. Letter of intent addressed to:

ENGR. RICARDO M. OÑATE, JR.
Regional Executive Director

2. Updated and properly accomplished Personal Data Sheet (PDS) and Work Experience Sheet (these forms can be downloaded at www.csc.gov.ph);
3. Certified Photocopy of Performance rating in the last rating period (if applicable);
4. Photocopy of Diploma and Transcript of Records;
5. Certificate of Eligibility/ license (valid)/ rating;
6. Training Certificates (relevant trainings only) within the last 5 years; and
7. Employment certificates (if applicable)

Important reminders:

- All qualified applicants will have equal consideration for employment without regard to age, disability, ethnicity, gender, gender identity or expression, sexual orientation, civil status, political affiliation or religion and other personal attributes of the individual.
- Item number of the position must be indicated in the letter of intent;
- Application with incomplete documentary requirements shall not be processed. Documents needing signatures and thumbmark must be signed otherwise they will be treated incomplete.
- Applicants who wish to apply to more than one (1) position should send a separate application for each position.
- Only qualified applicants will be shortlisted and contacted.

"GROW YOUR FUTURE WITH US"

LABORATORY TECHNICIAN II

Salary Grade: 8

Monthly Rate: Php19,744

Item Number: OSEC-DAB-LABT2-39-2014

Division/Station: Regional Animal Diseases Diagnostic Laboratory

Place of Assignment: Brgy. Taguibo, Butuan City

Minimum Qualification Standards:

Education : Completion of 2 years studies in college

Experience : 1 year relevant experience

Training : 4 hours of relevant training

Eligibility : Career Service (Sub-professional)

Laboratory Technician (MC 11, s96-CAT III)/ First Level Eligibility

Required Competencies:

CORE

- Accountability (Basic)
- Integrity (Basic)
- Service Excellence (Basic)

Organizational

- Initiative (Basic)
- Resilience (Basic)

Technical

- Generating Reports and Documentation (Basic)
- Handling and Operation of Scientific Equipment and Apparatus (Basic)
- Health and Safety Awareness (Basic)

Duties and Responsibilities:

1. Receive and Keep records of specimen for laboratory examination;
2. Prepare, encode and release laboratory examination results;
3. Assist in the processing of laboratory sample for examination;
4. Preparation of reagents for specific laboratory examination;
5. Maintain cleanliness and orderliness of the laboratory rooms and apparatus;
6. Conduct inventory of laboratory supplies and needs;
7. Disinfection of equipment after use;
8. Do other job as assign by the immediate supervisor.