

Interested and qualified applicants shall submit the documents below to this google form   
<https://forms.gle/MXi6vTdfGHW8G53UA> for initial documentary review and evaluation:

- Letter of intent addressed to **Julieta B. Lansangan, Executive Director III**;
- Updated and duly notarized Personal Data Sheet (PDS) with Work Experience Sheet (WES);
  - CS Form No. 212, Revised 2017 which can be downloaded at <http://www.csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheet-revised-2017.html>
    - with Passport size ID picture
    - with Government Issued ID
    - with thumbmark
  - Work Experience Sheet which can be downloaded at <http://www.csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheet-revised-2017.html>
- Relevant Scholastic Records;
  - Photocopy of Transcript of Records (TOR)
  - Photocopy of Diploma
- Photocopy of Performance rating in the last period (if applicable);
- Photocopy of certificate of eligibility/rating/license;
- Photocopy of relevant training certificates; and
- Photocopy of Certificate of Employment

All qualified next-in-rank personnel shall be automatically considered candidates for promotion. For all interested FPA regular employees including the qualified next-in-rank candidates, they are required to submit item numbers 1, 2, 4, 5, and 6 listed hereunder, to the google form. Failure to do so shall be deemed a waiver of their right to be included as candidates for the positions applied for.

All data submitted to the FPA will be processed in accordance with the RA No. 10173 or the Data Privacy Act of 2012.

- Note:**
- Applicants are advised to secure certified true copies/authenticated copies of documents specified in item numbers 3, 4, and 5 the soonest time, in case of appointment to the position applied for.
  - Applications with incomplete documents shall not be entertained.
  - The vacant position is subject to the validation of the promotion/transfer of the preceding employee.

**Date of Posting** : November 16, 2023  
**Deadline of Submission** : November 30 2023

# NOTICE OF VACANCY

**Position Title** : Supervising Agriculturist  
**Item Number** : FPAB-SVAG-21-2014  
**Assignment** : Office of the Executive Director - RFU XII  
**Salary Grade** : 22  
**Status** : Permanent

**QUALIFICATION STANDARDS**  
**Education** : Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine  
**Experience**: 3 years of relevant experience  
**Training** : 16 hours of relevant training  
**Eligibility** : Relevant RA 1080

## DUTIES AND RESPONSIBILITIES

Supervise all his/her Agriculturist II in the performance of their specific duties and responsibilities and ensure that plans and programs of FPA are being implemented within his/her area of jurisdictions;
Conduct spot inspection on handler's establishments, warehouse, plantations, shipment facilities, and bioefficacy trials in all provinces within his/her designated Region and act on the reported violations (SUMS/NOV) from the province and provide initial sanction to ensure compliance;
Provide technical assistance to agricultural and non-agricultural sectors regarding the proper use of F/P through trainings such as Safe and Judicious Use of Fertilizer and Pesticide, Accredited Safety Dispenser, Mango Flower Contractor, Good Agricultural Practice, among others related to F/P;
Accept, evaluate and process application of licenses for dealers, distributors, institutional users such as plantations, pest control operators and mango flower inducers and warehouse registration and issue the same to the clients;
Ensure that all F/P registrants/companies strictly implement the principle of product stewardship program assigned in the region;
Conduct Clean-Up Drive Operation to ensure compliance with the FPA rules and regulations;
Prepare and submit consolidated reports of the Region to the Central Office;
Perform other functions that may be assigned related to the mandate of FPA

*“It is the policy of the FPA to strictly adhere to the principles of merit, competence, fitness, and equality. Towards this end, it will implement a system that will create equal opportunities for advancement of all deserving employees of the Agency regardless of age, sex, sexual orientation, gender and gender identity, civil status, disability, religion, ethnicity, or political affiliation.”*