



Republic of the Philippines  
**Department of Environment and Natural Resources**  
Provincial Environment and Natural Resources Office  
National Highway, Brgy. Kenram, Isulan, Sultan Kudarat  
Tel No. 064 471 2301  
E-mail Address: [penrosultankudarat@denr.gov.ph](mailto:penrosultankudarat@denr.gov.ph)  
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### **PUBLICATION OF VACANT POSITION**

Date of Publication : May 22, 2023  
Position Title : GIS Operator  
No. of Vacancy : 1  
Status : Contract of Service / Job Order  
Daily Rate : Php 909.09  
Office Assignment : DENR PENRO Sultan Kudarat

#### ***Scope of Work:***

1. Manage DENR Shapefiles and Analyze whether these datasets are projected properly
2. Perform quality check of the transformed and normalized spatial datasets base on the recommended standards of the Technical Working Group (TWG) on DENR Control Map.
3. Manage and Backup of Spatial datasets.
4. Facilitate the submission of datasets to the bureaus concerned for uploading/consolidation and storage.
5. Support the Geospatial Database Office (GDO) on acquiring data needed from their respective offices.
6. Perform other needed GIS related work, including digitization and analysis, as requested by the supervisor.

#### ***Minimum Qualification:***

1. College Degree, with GIS coursework
2. Knowledge on how to operate and use ArcGIS Pro or ArcMAP
3. Must have own laptop with high end specifications to be able to run GIS software

#### ***Desired Qualifications:***

1. Ability to collect, analyze and summarize spatial data
2. Basic knowledge of cartographic design
3. Understand Geodatabase and Schema
4. Proficient in Microsoft Office Software
5. Basic Programming Knowledge
6. Familiarity with SQL and database management
7. Knowledge in maintaining system – hardware, software and peripherals

#### ***Desired Qualifications:***

1. Application letter specifying the position applied for.
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-size picture (Download the PDS or CS Form 212, revised 2017 at [www.csc.gov.ph](http://www.csc.gov.ph))
3. Photocopy of Transcript of Record and Diploma

**APPLICANTS** may hand in or send through courier their application not later than May 31, 2023 to:

**SHALIMAR A. DISOMANGCOP**  
PENR Officer  
DENR PENRO Sultan Kudarat  
National Highway, Brgy. Kenram, Isulan  
Province of Sultan Kudarat



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### **PUBLICATION OF VACANT POSITION**

Date of Publication : May 22, 2023  
Position Title : ICT Technical Support  
No. of Vacancy : 2  
Status : Contract of Service / Job Order  
Daily Rate : Php 909.09  
Office Assignment : DENR CENRO Kalamansig  
DENR CENRO Tacurong

#### ***Scope of Work:***

#### ***Minimum Qualification:***

1. College Degree, IT related courses, and
2. Has sufficient IT work experience

#### ***Desired Qualifications:***

1. Maintenance of ICT hardware and facilities in the DENR CENR Office such as desktop and laptop computers, network infrastructure and CCTV system
2. Installation and configuration of new ICT hardware and software.
3. Troubleshooting of system and network related problems.
4. Conduct ICT inventory.
5. Troubleshooting of information systems deployed by Central Office or Regional Office, and
6. Assist in the deployment of information systems.

#### ***Desired Qualifications:***

7. Application letter specifying the position applied for.
8. Fully accomplished Personal Data Sheet (PDS) with recent passport-size picture (Download the PDS or CS Form 212, revised 2017 at [www.csc.gov.ph](http://www.csc.gov.ph))
9. Photocopy of Transcript of Record and Diploma

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