

WE ARE HIRING

# GEODETIC ENGINEER

DEADLINE : 24 NOVEMBER 2025  
HRD-NOV-2025-189

Job Level 11, PhP 1,265.54/day  
Fixed-term Employment

## Qualification Standards

Education: *Bachelor's Degree in Geodetic Engineering*

Experience: *Preferably with one (1) year relevant experience.*

Training: *24 hours of relevant training*

Other Requirements:

1. Eligibility - R.A. 1080
2. Knowledgeable in using the latest surveying equipment and tools such as GPS and Total Station.
3. Ability in using land desktop systems and/or ArcGIS, AutoCAD, Civil 3D, and other related software.

Qualified applicants are requested to **PERSONALLY SUBMIT** the following to the **HRD on or before 24 NOVEMBER 2025:**

1. Application letter

Addressed to the: President and CEO Manjit T. Singh Reandi

Attention: HR Officer Avigale C. Villanueva

2. Barangay Certification (Residency and complaints, its nature, and status, if any)

3. Diploma

4. NBI Clearance

5. Notarized Personal Data Sheet (PDS) with three (3) character reference with email addresses and contact numbers. PRINTED BACK-TO-BACK and DO NOT LEAVE BLANK SPACES. Write N/A if not applicable

6. Transcript of Records )

7. Copies of Training Certificates (2024 – 2020)

**LATE AND INCOMPLETE APPLICATIONS  
SHALL NOT BE ENTERTAINED**

## General Duties and Responsibilities

1. Conducts subdivision, individual lot, and relocation surveys within the John Hay Special Economic Zone and the John Hay Reservation Area, in support of the following project:
  - a. CJH Community Redevelopment Project; and
  - b. Asset Disposition Program (ADP).
2. Prepares and consolidates the corresponding geodetic technical plans to support mandates, including:
  - a. Resolution of land disputes and encroachments involving BCDA property, with outputs serving as legal support documents for case fillings;
  - b. ADP survey plans that serve as foundational references for Terms for Reference and project formulation; and
  - c. Initial assessment and technical evaluation of the Geodetic Section of the Building Code for all building permit applications within the JHSEZ, submitted to LADM for regulatory review and compliance.
3. Assists the LADO in the regular updating of the geospatial database of Camp John Hay.
4. Performs other assigned tasks aligned with institutional goals.

*The Equal Opportunity Principle is recognized by this office, and all qualified applicants will be given consideration for employment regardless of their preferred sex or gender, age, ethnicity, religious affiliation, civil status, national origin, disability status, or any other characteristics protected by law*