

[NOV-020322-15](#)

John Hay Management Corporation (JHMC), a subsidiary of the Bases Conversion and Development Authority (BCDA) is the estate manager of the Camp John Hay Reservation containing an area of 625 hectares more or less.

Our company is in need of a **FORESTER, Job Level 9, PhP 833.04/day**
Status: Project-based Employment

DUTIES AND RESPONSIBILITIES

1. Assists in the preparation and/or implementation of Environment Management Division (EMD) Plans, Activities and Projects(PAPs) such as, but not limited to, the following:
 - a. Assists in the conduct of health assessment activities of Benguet Pine trees within the JHSEZ/JHRA;
 - b. Conducts tree inventory involving dead and/or pest-infested trees within JHSEZ/JHRA for tree cutting/pruning permit application with the DENR-CAR and/or Office of the City Mayor;
 - c. Assists in the quarterly monitoring of the health and physical status of trees within the JHSEZ/JHRA with the end inview of updating baseline Tree Inventory Reports;
 - d. Assists the Inspectorate Team in monitoring the implementation of issued Tree Cutting /Pruning/Earthballing Permit;
 - e. Assists DENR personnel in monitoring replacement planting activities and accomplishments and other forest plantation surveys;
 - f. Monitors retrieval cutting operations within the JHSEZ/JHRA;
 - g. Takes participation in nursery and ground maintenance activities, and recommends certain interventions for improvement, if any;
 - h. Assists in the preparation and implementation of enrichment planting activities including follow up operations as necessary;
 - i. Conducts site validation of violations against PD 705 as reported by SSD and submits reports to EMD for appropriate action;
 - j. Conduct analysis of monthly DENRO reports and submits recommendations to address issues and concerns, if any;
 - k. Assistance to research-related activities on forest protection and management within the JHSEZ/JHRA duly approved by JHMC Management;
 - l. Assists other JHMC Divisions and Departments in forest-protection related activities;
 - m. Assists the EMD Officer and EMD Manager, whenever necessary, in coordinating DENR, CEPMO and other government agencies in following up the status of EMD requests and other concerns with the said agencies with the end view of fast-tracking and eliciting positive actions on those requests and concerns.
2. Assists in the preparation and submission of required reportorial documents of EMD; and
3. Performs other activities as may be instructed by EMD from time to time as urgency demands

QUALIFICATION STANDARDS

Education	Bachelor's Degree in Forestry, not necessarily licensed
Skills Required	Proficient in computer operations as are Word, Excel, Power Point, etc. Knowledge in mapping using GIS is an advantage. Report writing skills is an advantage. Communication skills, specifically dealing with government agencies.

All interested applicants are requested to submit their **Application Letter, Personal Data Sheet (CSC Downloadable form) with Photo and Transcript of Records in PDF File (do not submit other documents not being requested) through our official email address** indicating the position you are applying for as the subject on or before **07 FEBRUARY 2022** to:

THE SELECTION COMMITTEE
Attention: **Mr. Danny B. Latawan**, HR Manager
John Hay Management Corporation, Special Economic Zone, Camp John Hay, Baguio City
Telephone No. (074) 444-5823 or email us at: mgmt@jhmc.com.ph
Visit our website at: www.jhmc.com.ph

EXTERNAL POSTING

Approved by:



ALLAN RAZON GARCIA 03-FEB-2022
President and CEO OPCEO-0283