

Republic of the Philippines  
**PGO BILIRAN**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PGO BILIRAN in the CSC website:

*msydn*  
**MAITA S. CORDOVA**  
HRMO

Date: June 15, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
1	Administrative Officer V (Budget Officer III)	BUDGET- ADOV BOIII	18	38,423.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	Provincial Budget Office
2	Provincial Planning and Development Officer	PPDO-PGDH- PPDO	26	96,807.00	Bachelor's degree preferably in Urban Planning, Development Studies, Economics, Public Administration or any related course	None	5 years experience in development planning or in any related field	RA 1080 (Environmental Planner)	Provincial Planning Office
3	Medical Specialist I	BPHOBYNE- MDSPEL-1	22	69,963.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	Biliran Provincial Hospital
4	Administrative Assistant IV (Bookbinder IV)	SP-ADASIV BBIV	10	18,862.00	Elementary School Graduate	8 hours of relevant training	2 years of relevant experience	None required (MC 10 s. 2013)	Sangguniang Panlalawigan Office

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than June 30, 2022.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

The Provincial Government of Biliran encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and with diverse sexual orientation, gender identity or expression (SOGIE)

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

**ROGELIO J. ESPINA, MD, FPOA**  
Provincial Governor  
Calumpang, Naval, Biliran  
[hmbiliranprovince@gmail.com](mailto:hmbiliranprovince@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**