


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:


MATA S. CORDOVA
HRMO
Date: July 13, 2021

No	Position Title (Parentetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide III (Driver I)	279	3	13572	Elementary School Graduate	None required	None required	Driver's License (MC II, s. 96- Cat. II)	None	Biliran Provincial Hospital
2	Radiologic Technologist II	321	15	33575	Bachelor of Science in Radiologic Technology	4 hours of relevant training	None required	RA 1080	None	Biliran Provincial Hospital
3	Administrative Aide I (Laborer I)	280, 388	1	12034	Must be able to read and write	None required	None required	None required (MC II, s. 96- Cat. III)	None	Biliran Provincial Hospital
4	Nurse I	365, 371, 380, 385, 387, 398, 399, 414, 415, 420	15	33575	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nursing)	None	Biliran Provincial Hospital
5	Administrative Aide I (Utility Worker I)	402, 403, 410	1	12034	Must be able to read and write	None required	None required	None required (MC II, s. 96- Cat. III)	None	Biliran Provincial Hospital
6	Administrative Assistant II (DEMO II)	453	8	18251	Completion of two years studies in college or High School Graduate	4 hours of relevant training	1 year of relevant experience	Career Service Sub-professional	None	Biliran Provincial Hospital
7	Nursing Attendant I	422	4	14400	Elementary School Graduate	None required	None required	None required (MC II, s. 96- Cat. III)	None	Biliran Provincial Hospital
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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 July 28, 2021.

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;
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.

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
hrmobiliranprovince@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.