


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:

  
MAITA S. CORDOVA  
HRMO  
Date: July 19, 2021

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I (Laborer I)	62	1	10229	Must be able to read and write	None required	None required	None required	None	Provincial Disaster Risk Reduction Management Office
2	Engineer I	503	12	22144	Bachelor's degree in Engineering relevant to the job	None required	None required	RA 1080 (Civil Engineering)	None	Provincial Engineering Office
3	Architect II	504	16	31134	Bachelor's degree in Architecture	4 hours of relevant training	1 year of relevant experience	RA 1080 (Architecture)	None	Provincial Engineering Office
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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 August 3, 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](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.

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

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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.