

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:

*Maita S. Cordova*  
**MAITA S. CORDOVA**  
HRMO

Date: May 19, 2023

No. (Parenthetical Title, if applicable)	Position Title	Plantilla Item No.	Salary/ Job Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	Community Affairs Officer V	GO-CAOV	24	76,566.00	Master's Degree or Certificate in Leadership and Management from the CSC	40 hours of training in management and supervision	4 years in positions involving management and supervision	Career Service (Professional) Second Level Eligibility	None	Office of the Governor
2	Nurse I	PHO-NARSI-2	15	36,619.00	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nurse)	None	Biliran Provincial Hospital
3	Local Assessment Operations Officer II	ASSESSOR-LAOOII	15	31,126.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	None	Provincial Assessor's Office
4	Administrative Officer I (Records Officer I)	ASSESSOR-ADOI ROI	10	19,700.00	Bachelor's Degree	None required	None required	Career Service (Professional) Second Level Eligibility	None	Provincial Assessor's 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 3, 2023.

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/training/license; and
  4. Photocopy of Transcript of Records;
  5. 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:

**GERARD ROGER M. ESPINA**  
Provincial Governor  
Calumpang, Naval, Biliran  
[hromobiliranprovince@gmail.com](mailto:hromobiliranprovince@gmail.com)