

Republic of the Philippines
PGO BULACAN, BULACAN
Request for Publication of Vacant Positions



Electronic copy to be submitted to the CSC FO
must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

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

Jose
JOSE FERNANDO G. MANAHAN
(OIC) HRMO *dy*

Date: 8-Aug-24

No.	Position Title (Parenthetical 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	Supervising Administrative Officer	4	22	71,511.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) / 2nd Level Eligibility		PHO-Bulacan Medical Center

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 23, 2024.

1. Fully accomplished and notarized 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 Diploma and Transcript of Records.
5. Photocopy of Training Certificate/s (if applicable)

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

JOSE FERNANDO G. MANAHAN

Provincial Human Resource Management Officer-OIC

Provincial Capitol Building, City of Malolos, Bulacan

pgbhrplanning@gmail.com

This Office adheres to the principles of Equal Employment Opportunity and shall not discriminate based on age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.