

Republic of the Philippines  
**PGO BULACAN, BULACAN**  
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 BULACAN, BULACAN in the CSC website:

JOSE FERNANDO G. MANAHAN  
(OIC) HRMO  
Date: 10-Jan-25

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	Local Treasury Operations Officer II	22	15	38,413.00	Bachelor's degree relevant to the job	8 hours of relevant training	1 year of relevant experience	CS Professional / 2nd Level Eligibility	Provincial Treasurer's Office
2	Local Treasury Operations Officer II	23	15	38,413.00	Bachelor's degree relevant to the job	8 hours of relevant training	1 year of relevant experience	CS Professional / 2nd Level Eligibility	Provincial Treasurer's Office
3	Local Treasury Operations Officer II	25	15	38,413.00	Bachelor's degree relevant to the job	8 hours of relevant training	1 year of relevant experience	CS Professional / 2nd Level Eligibility	Provincial Treasurer'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 January 25, 2025.

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](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 Diploma and Transcript of Records.
5. Photocopy of Training Certificate/s (if applicable)
6. Work Experience Sheet (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  
[pehrplanning@gmail.com](mailto:pehrplanning@gmail.com)

The Provincial Government of Bulacan provides equal opportunities to all qualified applicants without regard to age, sex, gender, sexual orientation, gender identity, gender expression, civil status, disability, religion, race, ethnicity, social status, income class, political affiliation or other similar factors or personal circumstances and other characteristics protected by law. All interested and qualified applicants are encouraged to apply and submit the above-mentioned documents within the prescribed period.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.