CS Form No. 9
Revised 2025

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

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

To: CIVIL SERVICE COMMISSION (CSC)

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

JOSE FERNANDO G. MANAHAN
(OIC) PHRMO

Date: 07-Oct-26

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 / Area of Specialization/ Residency Requirement* (if applicable)	
1	Musician	10	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
2	Musician	12	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
3	Musician	13	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
4	Musician	14	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
5	Musician	16	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office

Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than October 22, 2026.

1. Fully accomplished notarized Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.
5. Hard copy or electronic copy of Training Certificate/s (if applicable)
6. Hard copy or electronic copy of Work Experience Sheet (if applicable)

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.
This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/ records office, as the case may be:

JOSE FERNANDO G. MANAHAN
Provincial Human Resource Management Officer-OIC
Provincial Capitol Building, City of Malolos, Bulacan
(044) 791-8145 / pgbhrplanning@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CIVIL SERVICE COMMISSION
FIELD OFFICE - BULACAN
RECEIVED
By: AZIEL DC. BAUTISTA
ADMINISTRATIVE ASST.
Date: OCT 07 2026
Time: 1:19 pm

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					Education	Training	Experience	Eligibility	*Competency / Area of Specialization/ Residency Requirement (if applicable)*	
1	Musician	18	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
2	Musician	26	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
3	Musician	29	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
4	Musician	30	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office
5	Musician	31	5	18,581.00	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)		Provincial History, Arts, Culture and Tourism Office

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CIVIL SERVICE COMMISSION
FIELD OFFICE-BULACAN
RECEIVED
By: AZIEL DC. BAUTISTA
ADMINISTRATIVE STAFF
Date: OCT 07 2026
Time: 1:19 PM

JOB DESCRIPTION

Position Title:	Musician
Item No:	10, 12, 13, 14, 16, 18, 26, 29, 30, 31
Salary Grade:	5-1
Monthly Salary	₱15,851.00
Office:	Provincial History, Arts, Culture and Tourism Office

QUALIFICATION STANDARDS			
Education	**Training**	**Experience**	**Eligibility**
High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)

BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION
Promotes the rich culture and arts of the province in the field of music, arts and Dance. Conducts programs, events,workshops and band performances/ engagement
BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary)
Performs with Hiyas ng Bulacan Brass Band members in all band engagement.
STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies)
1) Performs musical pieces during official provincial events, cultural programs, and ceremonial functions.
2) Assists in composing, arranging, and recording original music for cultural presentations and heritage advocacy.
3) Participates in cultural education activities and music workshops.
4) Assists in the documentation and preservation of traditional music and musical practices.
5) Maintains and cares for musical instruments and related equipment.
6) Supports the implementation of other arts-related events and programs initiated by the division.
7) Perform other duties that may be assigned from time to time.