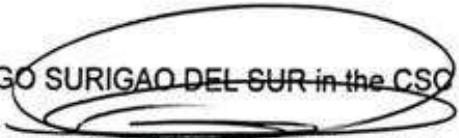


Republic of the Philippines
PGO SURIGAO DEL SUR
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

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


ACE RONQUILLO ORCULLO, MPA, CHRA
HRMO

Date: January 10, 2025

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	Medical Officer III	21	21	67005	Doctor of Medicine	None required	None required	RA 1080 (Physician)	Accountability, Stress Management, Problem Solving & Decision Making, Conflict Management, Developing People, and Integrity	Madrid District Hospital
2	Accountant II	24	16	41616	Bachelor's degree in Commerce/Bus iness Administration major in Accounting	4 hours of relevant training	1 year of relevant experience	RA 1080 (CPA)	Accountability, Valuing Diversity, Stress Management, and Organizational Awareness	Provincial Accountant's Office

3	Local Assessment Operations Officer III	8	18	49015	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS- Professional/Second Level Eligibility	Accountability, Valuing Diversity, Stress Management, Leadership, and Organizational Awareness	Provincial Assessor's Office
4	Local Assessment Operations Officer III	10	18	49015	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS- Professional/Second Level Eligibility	Accountability, Valuing Diversity, Stress Management, Leadership, and Organizational Awareness	Provincial Assessor's Office
5	Administrative Officer V (Administrative Officer III)	20	18	49015	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/Second Level Eligibility	Accountability, Valuing Diversity, Stress Management, Leadership, and Organizational Awareness	Provincial Assessor's Office
6	Local Treasury Operations Officer III	6	18	49015	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/Second Level Eligibility	Accountability, Valuing Diversity, Stress Management, Leadership, and Organizational Awareness	Provincial Treasurer's Office

7	Administrative Officer V (Cashier III)	36	18	49015	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	Accountability, Valuing Diversity, Stress Management, Leadership, and Organizational Awareness	Provincial Treasurer's Office
8	Radiologic Technologist II	11	15	38413	Bachelor's degree in Radiologic Technology	None required	None required	RA 1080 (Radiologic Technologist)	Accountability, Quality Service Focus, Initiative, and Integrity	San Miguel Community Hospital

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 28, 2025.

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;
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:

ACE RONQUILLO ORCULLO, MPA, CHRA

HRMO

Capitol Hills, Telaje, Tandag City, Surigao del Sur

pgsdspadmohrmd@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.