

Republic of the Philippines
Provincial Government of 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 Provincial Government of Surigao del Sur in the CSC website:

ACE RONQUILLO ORCULLO
Provincial Human Resource Management Officer
HRMO

Date: June 08, 2023

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	Midwife I	33	9	21,211.00	Completion of Midwifery Course	None required	None required	RA 1080 (Midwife)	Accountability, Attention to Details, Environmental Awareness, Initiative and Stress Management	Bislig District Hospital
2	Chief of Hospital I	1	24	90,078.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080 (Physician)	Accountability, Integrity, Leadership, Developing People, Conflict Management, Problem Solving & Decision Making and Stress Management	Liangá District Hospital

3	Administrative Officer IV (Administrative Officer II)	2	15	36,619.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Accountability, Quality Service Focus, Initiative, Emotional Maturity and Stress Management	Madrid District Hospital
4	Administrative Aide IV (Clerk II)	4	4	15,586.00	Completion of two years studies in College	None required	None required	Career Service (Subprofessional) First Level Eligibility	Quality Service Focus, Integrity, Initiative and Interpersonal Relation	Provincial Tourism Office
5	Provincial Government Assistant Department Head (Assistant Provincial Treasurer)	3	24	90,078.00	Bachelor's Degree preferably in Commerce, Public Administration or Law	None required	5 years in treasury or accounting service	First Grade or Equivalent/Second Level Eligibility	Accountability, Integrity, Organizational Awareness, Leadership, Effective Communication, Emotional Maturity and Planning & Organizing	Provincial Treasurer's Office
6	Prison Guard II	6	7	18,620.00	Completion of two years studies in College	None required	None required	Career Service (Subprofessional) First Level Eligibility	Accountability, Integrity, Risk Management, Confidentiality Awareness, Commitment to Organization and Teamwork	Provincial Warden'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 28, 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;
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
 Provincial Human Resource Management Officer
 Capitol Hills, Telaje, Tandag City, Surigao del Sur
pgsdspadmohrmd@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.