

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

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

**RECEIVED**  
SEP 18 2023  
Date:   
Time: 1:49pm  
Received by: **ROLAND B. EGUINA**  
Civil Service Commission, Staff on  
Field Office - SDS

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**  
**HRMO**

Date: 9/18/2023

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	Provincial Government Department Head (Provincial Internal Auditor)	1	26	116040	Bachelor's degree	32 hours of training on management/supervision	5 years in positions involving management/supervision, 1 year of which is relevant to internal audit work	Career Service Professional/Second Level Eligibility	Internal Audit Service 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 October 9, 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](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 Transcript of Records.

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

**ACE R. ORCULLO**

Prov'l. Human Resource Mgt. Officer  
Capitol Hills, Telaje, Tandag City, Surigao del Sur  
[pgsdspadmohrmd@gmail.com](mailto:pgsdspadmohrmd@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.