

Republic of the Philippines
PGO RIZAL
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 RIZAL in the CSC website:

PHIL M. COSEP

Date: June 18, 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	Labor and Employment Assistant	PG-103	8	20,534.00	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofession al) First Level Eligibility		RPG-R04
2	Chief of Hospital I	RPHS-02	24	94,132.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080 (Physician)		RPG-R04
3	Administrative Assistant II (Administrative Assistant)	RPHS-218	8	20,534.00	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofession al) First Level Eligibility		RPG-R04
4	Administrative Officer IV (Administrative Officer II)	RPHS-268	15	38,413.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04

5	Administrative Officer II (Administrative Officer I)	RPHS-382	11	28,512.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		RPG-R04
6	Nurse I	PHO-25	15	38,413.00	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nurse)		RPG-R04

The Rizal Provincial Government highly encourages all interested and qualified applicants regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity or political affiliation to apply.

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 July 03, 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:

PHIL M. COSEP

Officer-in-Charge

Office of the Provincial Human Resource Management
Officer

Ynares Center Complex Brgy. San Roque Antipolo City

hrmo@rizalprovincialgov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.