

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:

EUGENE P. DURUSAN

Date: July 01, 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	Attorney IV	PAO-04	23	83,659.00	Bachelor of Laws	8 hours of relevant training	2 years of relevant experience	RA 1080 (Bar)		RPG-R04
2	Legal Aide	PAO-07	5	17,205.00	Completion of two years studies in College	None required	None required	Career Service (Subprofessional) First Level Eligibility		RPG-R04
3	Legal Assistant I	PAO-08	10	24,381.00	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	None required	None required	Career Service (Professional) Second Level Eligibility		RPG-R04
4	Administrative Officer II (Administrative Officer I)	PAO-09	11	28,512.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		RPG-R04
5	Attorney III	PAO-11	21	67,005.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080 (Bar)		RPG-R04
6	Legal Assistant II	PAO-12	12	30,705.00	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	4 hours of training relevant to legal work, such as legal ethics, legal research and writing, or legal procedure	None required	Career Service (Professional) Second Level Eligibility		RPG-R04
7	Attorney II	PAO-15	18	49,015.00	Bachelor of Laws	None required	None required	RA 1080 (Bar)		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 16, 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:

EUGENE P. DURUSAN

Provincial Government Department Head
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.