

Republic of the Philippines
PGO Rizal
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the PGO Rizal:

EUGENE P. DURUSAN

Date: August 19, 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/ Area of Specialization/ Residency Requirement (if applicable)	
1	Administrative Officer V (Administrative Officer III)	RPHS-267	18	49,015.00	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04
2	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
3	Administrative Aide III (Driver I)	RPHS-272	3	15,265.00	Elementary School Graduate	None required	None required	Professional Drivers License (MC 10, s. 2013 Cat. IV)		RPG-R04
4	Administrative Officer III (Records Officer II)	RPHS-393	14	35,434.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04

5	Administrative Officer III (Supply Officer II)	RPHS-394	14	35,434.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04
6	Administrative Aide VI (Storekeeper II)	RPHS-420	6	18,255.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	None required	None required	Career Service (Subprofessional) First Level Eligibility		RPG-R04
7	Administrative Officer II (Administrative Officer I)	RPHS-384	11	28,512.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		RPG-R04
8	Medical Specialist II	RPHS-273	23	83,659.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)		RPG-R04
9	Medical Officer III	RPHS-395	21	67,005.00	Doctor of Medicine	None required	None required	RA 1080 (Physician)		RPG-R04
10	Health Education and Promotion Officer II	RPHS-385	14	35,434.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04
11	Nurse IV	RPHS-285	19	53,873.00	Bachelor of Science in Nursing	8 hours of relevant training	2 years of relevant experience	RA 1080 (Nurse)		RPG-R04
12	Nurse III	RPHS-286	17	45,138.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nurse)		RPG-R04
13	Nurse I	RPHS-370	15	38,413.00	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nurse)		RPG-R04
14	Nurse II	RPHS-302	16	41,616.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nurse)		RPG-R04

15	Nutritionist Dietitian III	RPHS-320	18	49,015.00	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	8 hours of relevant training	2 years of relevant experience	RA 1080 (Nutritionist Dietitian)		RPG-R04
16	Nutritionist Dietitian II	RPHS-365	15	38,413.00	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nutritionist Dietitian)		RPG-R04
17	Radiologic Technologist I	RPHS-136	11	28,512.00	Bachelor's degree in Radiologic Technology	None required	None required	RA 1080 (Radiologic Technologist)		RPG-R04
18	Pharmacist III	RPHS-340	18	49,015.00	Bachelor's degree in Pharmacy	4 hours of relevant training	1 year of relevant experience	RA 1080 (Pharmacist)		RPG-R04
19	Administrative Officer II (Administrative Officer I)	PAC-11	11	28,512.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		RPG-R04
20	Administrative Assistant II (Accounting Clerk III)	PAC-16	8	20,534.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		RPG-R04
21	Administrative Aide VI (Accounting Clerk II)	PAC-18	6	18,255.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	None required	None required	Career Service (Subprofessional) First Level Eligibility		RPG-R04

22	Provincial Government Department Head (Provincial Cooperatives Development Officer)	PCDO-01	26	121,146.00	Bachelor's degree preferably in Cooperatives, Business Administration with Special Training in cooperatives or any related course from a recognized college or university	None required	5 years of experience in cooperatives organization and management	Career Service (Professional) Second Level Eligibility		RPG-R04
23	Supervising Cooperatives Development Specialist	PCDO-02	22	74,836.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04
24	Meat Inspector II	PVET-10	8	20,534.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofession al) First Level Eligibility		RPG-R04
25	Administrative Aide VI (Utility Foreman)	PVET-11	6	18,255.00	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013 Cat. III)		RPG-R04
26	Provincial Health Officer II	PHO-01	26	121,146.00	Doctor of Medicine	None required	5 years experience as medical practitioner	RA 1080 (Physician)		RPG-R04

27	Administrative Assistant III (Senior Bookkeeper)	PHO-05	9	22,219.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofession al) First Level Eligibility		RPG-R04
28	Nurse III	PHO-07	17	45,138.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nurse)		RPG-R04
29	Health Education and Promotion Officer II	PHO-09	14	35,434.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04
30	Administrative Aide IV (Clerk II)	PHO-10	4	16,209.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	None required	None required	Career Service (Subprofession al) First Level Eligibility		RPG-R04
31	Administrative Officer III (Supply Officer II)	PHO-12	14	35,434.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04
32	Administrative Officer III (Records Officer II)	PHO-13	14	35,434.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04

33	Administrative Aide VI (Clerk III)	PHO-15	6	18,255.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	None required	None required	Career Service (Subprofessional) First Level Eligibility		RPG-R04
34	Population Program Worker II	PHO-18	7	19,365.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	None required	None required	Career Service (Subprofessional) First Level Eligibility		RPG-R04
35	Medical Officer III	PHO-26	21	67,005.00	Doctor of Medicine	None required	None required	RA 1080 (Physician)		RPG-R04
36	Nursing Attendant I	PHO-31	4	16,209.00	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013 Cat. III)		RPG-R04
37	Chief of Hospital I	RPHS-351	24	94,132.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080 (Physician)		RPG-R04
38	Medical Specialist II	RPHS-352	23	83,659.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)		RPG-R04
39	Administrative Assistant II (Administrative Assistant)	RPHS-353	8	20,534.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		RPG-R04
40	Medical Officer III	RPHS-354	21	67,005.00	Doctor of Medicine	None required	None required	RA 1080 (Physician)		RPG-R04

41	Nurse I	RPHS-370	15	38,413.00	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nurse)		RPG-R04
42	Nurse IV	RPHS-367	19	53,873.00	Bachelor of Science in Nursing	8 hours of relevant training	2 years of relevant experience	RA 1080 (Nurse)		RPG-R04
43	Nurse III	RPHS-368	17	45,138.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nurse)		RPG-R04
44	Nutritionist Dietitian II	RPHS-365	15	38,413.00	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nutritionist Dietitian)		RPG-R04
45	Pharmacist II	RPHS-366	15	38,413.00	Bachelor's degree in Pharmacy	None required	None required	RA 1080 (Pharmacist)		RPG-R04
46	Midwife I	RPHS-375	9	22,219.00	Completion of the Midwifery Course	None required	None required	RA 1080 (Midwife)		RPG-R04
47	Administrative Officer V (Administrative Officer III)	RPHS-376	18	49,015.00	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		RPG-R04
48	Administrative Officer I (Records Officer I)	RPHS-378	10	24,381.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		RPG-R04
49	Administrative Officer I (Supply Officer I)	RPHS-377	10	24,381.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility		RPG-R04

50	Administrative Aide VI (Storekeeper II)	RPHS-421	6	18,255.00	Completion of 2 years of studies in college (prior to 2018), or Completion of Grade 12/Senior High School (starting 2016)*	None required	None required	Career Service (Subprofession al) First Level Eligibility		RPG-R04
51	Engineer I	RPHS-380	12	30,705.00	Bachelor's degree in Engineering relevant to the job	None required	None required	RA 1080 (Mechanical/S anitary Engineer)		RPG-R04

Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than September 04, 2025

1. Fully accomplished Personal Data Sheet (PDS) with work Experience Sheet and recent passport-sized or unfiltered digital picture (DS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.

*This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.
This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).*

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:

EUGENE P. DURUSAN
Provincial Government Department Head
Office of the Provincial Human Resource Management
Officer
Ynares Center Complex Brgy. San Roque Antipolo City
256-3000 loc. 5203-5205 / hrmo@rizalprovincialgov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.