

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. DURUSANY

Date: July 23, 2026

| 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   | Provincial Government Department Head (Local Disaster Risk Reduction and Management Officer) | PDRRM-01           | 26                     | 126,252.00     | Bachelor's degree       | 32 hours of training in management and supervision on Disaster Risk Reduction and Management | 5 years in position/s involving management and supervision, 1 year of which is relevant to Disaster Risk Reduction and Management | Career Service Professional Second Level Eligibility | Must be a citizen of the Local Government Unit concerned                   | RPG-R04             |

|   |                                                                                              |         |    |            |                                                                                                                                                                                                   |               |                                                                               |                                                               |                                                                      |         |
|---|----------------------------------------------------------------------------------------------|---------|----|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------------------------------------------------------------------------|---------------------------------------------------------------|----------------------------------------------------------------------|---------|
| 2 | Provincial Government<br>Department Head (Provincial<br>Cooperatives Development<br>Officer) | PCDO-01 | 26 | 126,252.00 | Bachelor's degree<br>preferably in<br>Cooperatives, Business<br>Administration with<br>Special Training in<br>cooperatives or any<br>related course from a<br>recognized college or<br>university | None required | 5 years of<br>experience in<br>cooperatives<br>organization and<br>management | Career Service<br>Professional<br>Second Level<br>Eligibility | Must be a<br>citizen of the<br>Local<br>Government<br>Unit concerned | RPG-R04 |
| 3 | Project Development Officer I                                                                | PPDO-29 | 11 | 30,024.00  | Bachelor's degree<br>relevant to the job                                                                                                                                                          | None required | None required                                                                 | Career Service<br>Professional<br>Second Level<br>Eligibility |                                                                      | 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 August 07, 2026

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS 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:

  
**MS. 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.