

Republic of the Philippines  
**MGO IBA (CAPITAL), ZAMBALES**  
Request for Publication of Vacant Positions

RECEIVED  
OCT 10 2023 9:55 am  
TIME  
Action Officer:  
Designation:  
Unique ID No.: 837M

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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the **MGO IBA (CAPITAL), ZAMBALES** in the CSC website:

**JEAN B. RAMOS**  
**HRMO V**

Date: October 10, 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	Accountant IV	082	22	74,254	Bachelor's Degree in Commerce/Business Administration Major in Accounting	16 hours of relevant training	3 years of relevant experience	RA 1080 ( Certified Public Accountant)	Competency in the operation of accounting services.	Office on Accounting and Internal Audit Services

- NOTHING FOLLOWS -

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 27, 2025.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2025) 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;
4. Photocopy of Transcript of Records;
5. Photocopy of relevant certificate of employment; and
6. Photocopy of relevant training certificates

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

**MS. JEAN B. RAMOS**

Human Resource Management Officer V

OHRM, Iba Municipal Hall, Brgy. Dirita, Iba, Zambales

[hrmolguiba@gmail.com](mailto:hrmolguiba@gmail.com)

The Office highly encourages all interested and qualified applicants including person with special needs (PWD), members of indigenous communities and those from any Sexual Orientation and Gender Identity Expression (SOGIE) to apply as per their qualifications.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.