

Republic of the Philippines
BUREAU OF INTERNAL REVENUE
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 BUREAU OF INTERNAL REVENUE in the CSC website:

SILVERIO C. SANTE
HRMO

Date: December 11, 2024

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	Chief Revenue Officer II	BIRB-CRO2-152-2014	21	67,005.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	8 HOURS OF RELEVANT TRAINING	2 YEARS OF RELEVANT EXPERIENCE	CSP/2ND LEVEL ELIGIBILITY	N/A	RR9A - REGIONAL INVESTIGATION DIVISION
2	Chief Revenue Officer II	BIRB-CRO2-153-2014	21	67,005.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	8 HOURS OF RELEVANT TRAINING	2 YEARS OF RELEVANT EXPERIENCE	CSP/2ND LEVEL ELIGIBILITY	N/A	RR9A - REGIONAL INVESTIGATION DIVISION
3	Special Investigator III	BIRB-SPI3-18-2000	18	49,015.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	8 HOURS OF RELEVANT TRAINING	2 YEARS OF RELEVANT EXPERIENCE	CSP/2ND LEVEL ELIGIBILITY	N/A	RR9A - REGIONAL INVESTIGATION DIVISION
4	Intelligence Officer II	BIRB-INTELO2-15- 2000	15	38,413.00	BACHELOR'S DEGREE	4 HOURS OF RELEVANT TRAINING	1 YEAR OF RELEVANT EXPERIENCE	CSP/2ND LEVEL ELIGIBILITY	N/A	RR9A - REGIONAL INVESTIGATION DIVISION
5	Special Investigator II	BIRB-SPI2-20-2000	15	38,413.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	4 HOURS OF RELEVANT TRAINING	1 YEAR OF RELEVANT EXPERIENCE	CSP/2ND LEVEL ELIGIBILITY	N/A	RR9A - REGIONAL INVESTIGATION DIVISION
6	Intelligence Officer I	BIRB-INTELO1-48- 2014	11	28,512.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CSP/2ND LEVEL ELIGIBILITY	N/A	RR9A - REGIONAL INVESTIGATION DIVISION
7	Special Investigator I	BIRB-SPI1-17-2000	11	28,512.00	BACHELOR'S DEGREE RELEVANT TO THE JOB	NONE REQUIRED	NONE REQUIRED	CSP/2ND LEVEL ELIGIBILITY	N/A	RR9A - REGIONAL INVESTIGATION DIVISION

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 December 21, 2024.

1. 3 sets of **PERSONAL DATA SHEET (2017 Revised Edition)** with CSC-required passport size picture and thumbmark
2. 3 copies of accomplished Statement of Relatives form (can be downloaded at the website www.bir.gov.ph - vacant positions)
3. 1 Certified True Copy and 2 photocopies of **Diploma**
4. 1 Certified True Copy and 2 photocopies of **Transcript of Records**
5. 3 photocopies of CSP / CSSP / CAT-I rating / Verified Eligibility - <https://csevs.csc.gov.ph/user/eligibility> (if Civil Service eligible)
6. For RA 1080 Eligible (CPAs and/or other board passers only):
 - 3 photocopies of RA1080 rating / Verified Eligibility - <https://online.prc.gov.ph/verification>
 - 3 photocopies of **valid PRC ID**
7. For BAR Passers only:
 - 3 photocopies of BAR rating / Verified Eligibility - <https://sc.judiciary.gov.ph/lawyers-list-2/>
 - 3 photocopies of **valid IBP / BAR ID**
8. For Re-employment:
 - 1 Original copy of **valid Ombudsman Clearance**

- 3 photocopies of **District/Regional/National Office Clearance** (whichever is applicable)
- 9. 3 copies of accomplished **Reference Release Waiver form**
(can be downloaded at the website: www.bir.gov.ph – Vacant Positions)
- 10. Performance Rating **in the last rating period** (if applicable).

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

MELANIE V. RODRIGUEZ

OIC-Chief, Administrative and Human Resource Management
Division

BIR REVENUE REGION 9A CABAMIRO - 2nd and 3rd Floor,
Liana's Junction Plaza, Poblacion IV, Sto. Tomas Batangas
4234

melanie.rodriguez@bir.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.