

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:

MARIA ANA C. RAGUERO

HRMO

Date: February 5, 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	Revenue Officer I (Assessment)	BIRB-REVO1-1629-2014	11	27,000.00	BS Commerce /BSBA Accounting or Bachelor of Laws with 18 units in Accounting	None required	None required	RA1080 (CPA/BAR)	N / A	RDO 64 - TALISAY, CAMARINES NORTE
2	Revenue Officer I (Assessment)	BIRB-REVO1-644-2000	11	27,000.00	BS Commerce /BSBA Accounting or Bachelor of Laws with 18 units in Accounting	None required	None required	RA1080 (CPA/BAR)	N / A	RDO 65 - NAGA CITY
3	Revenue Officer III (Collection)	BIRB-REVO3-1146-2014	16	39,672.00	BACHELOR'S DEGREE IN BUSINESS ADMINISTRATION/COMMERCE WITH 18 UNITS IN ACCOUNTING and/or TAXATION or BACHELOR'S DEGREE IN ACCOUNTANCY OR ANY BACHELOR'S DEGREE WITH MASTER'S DEGREE IN BUSINESS ADMINISTRATION/ MANAGEMENT/ ACCOUNTANCY/ TAXATION	hours of relevant training	years of relevant experience	CSP/2nd level eligibility	N / A	RDO 66- IRIGA CITY
4	Revenue Officer I (Assessment)	BIRB-REVO1-1233-2000	11	27,000.00	BS Commerce /BSBA Accounting or Bachelor of Laws with 18 units in Accounting	None required	None required	RA1080 (CPA/BAR)	N / A	RDO 69 - VIRAC, CATANDUANES
5	Revenue Officer I (Assessment)	BIRB-REVO1-1234-2000	11	27,000.00	BS Commerce /BSBA Accounting or Bachelor of Laws with 18 units in Accounting	None required	None required	RA1080 (CPA/BAR)	N / A	RDO 69 - VIRAC, CATANDUANES
6	Revenue Officer I (Assessment)	BIRB-REVO1-1849-2014	11	27,000.00	BS Commerce /BSBA Accounting or Bachelor of Laws with 18 units in Accounting	None required	None required	RA1080 (CPA/BAR)	N / A	RDO 69 - VIRAC, CATANDUANES

7	Revenue Officer I (Assessment)	BIRB-REVO1-1850-2014	11	27,000.00	BS Commerce /BSBA Accounting or Bachelor of Laws with 18 units in Accounting	None required	None required	RA1080 (CPA/BAR)	N / A	RDO 69 - VIRAC, CATANDUANES
8	Attorney II	BIRB-ATY2-244-2014	18	46,725.00	BACHELOR OF LAWS	4 HOURS OF RELEVANT TRAINING	1 YEAR OF RELEVANT EXPERIENCE	RA1080/BAR	N/A	RR10 LEGAL 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 February 15, 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](http://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. 2 Authenticated Copies and 1 photocopy of Certificate of **Civil Service Eligibility** (if Civil Service eligible)
6. For RA 1080 Eligible (CPAs and/or other board passers only):
  - 2 Authenticated copies and 1 photocopy of **Board Rating**
  - 3 photocopies of **valid PRC ID**
7. For BAR Passers only:
  - 3 photocopies of Certificate of **BAR Membership**
  - 3 photocopies of **BAR Rating**
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](http://www.bir.gov.ph) – Vacant Positions)

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

**MARIA ANA C. RAGUERO**

Chief, Administrative and Human Resource Management  
Division

BIR REVENUE REGION 10 LEGAZPI CITY - 2nd Floor BIR  
Bldg. Camia St. Imperial Court Subd. Legazpi City, Albay

[rr10\\_recruitment@bir.gov.ph](mailto:rr10_recruitment@bir.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

