Republic of the Philippines
PHILIPPINE POSTAL CORPORATION
NOTICE OF POSTING OF VACANT POSITIONS

Date: 27 JAN 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	
1	FINANCIAL ANALYST III	263-1	18	53449.90	Bachelor's degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service Professional/ Second Level eligibility	POSTAL PAYMENT DELIVERY DIVISION,BUSINESS LINES DEPARTMENT

Interested and qualified applicants should signify their interest in writing. **Indicate the Item Number and Place of Assignment of the position applied for.** Attach the following documents to the application letter and send to the address below not later than 06 FEB 2026.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2025) and Work Experience Sheet (WES) which can be downloaded at www.csc.gov.ph;
2. Work Experience Sheet (Attachment to CSC Form No. 212)
3. Performance rating **in the last rating period** (if applicable);
4. Photocopy of certificate of eligibility/rating/license; and
5. Photocopy of Transcript of Records.

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

JAYSON G. CU
Manager
PHLPost - Central Office
philposthrmd@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Prepared by:

JAYSON G. CU
Manager, Human Resource Mgmt. Dept.

Recommending Approval:

CAROL C. TERRADO
Acting APMG for Administration & Finance

APPROVED:

MAXIMO C. STA. MARIA III
Acting Postmaster General & CEO