



CONSERVATION
INTERNATIONAL



**THE PHILIPPINE RISE INTEGRATED CONSERVATION FOR ENDURING LEGACIES
THROUGH ECOSYSTEM SUPPORT SERVICES (PRICELESS)**

VA/PRF/PRICELESS/2026-001

Title	Priceless Project Driver
Type	Support/General Services Staff
Duration	Initial 2-year Contract (Renewable)
Closing Date	06 March 2026

BACKGROUND

The CI-GEF PRICELESS Project seeks to increase legal protection for the Philippines Rise Marine Resource Reserve (PRMRR), formally listing this marine protected area under the Expanded National Integrated Protected Area System (ENIPAS). The PRMRR will be overseen by a permanent Protected Area Management Board (PAMB). The PAMB will be in a position to harmonize conflicting mandates and agendas between the various institutions currently tasked with management. The CI-GEF PRICELESS project will also address key data and information gaps to enable appropriate management, including gaps relating to key biodiversity, fisheries/resource uses, and associated threats. This will enable the PAMB to execute the necessary protected area enforcement and awareness-raising efforts and thus foster enhanced appreciation for the value of PRMRR biodiversity and marine resources and compliance with laws and regulations. Management grounded in robust data and information will also facilitate fishing communities' access to benefits from sustainable fishing and alternative livelihoods. Finally, the CI-GEF PRICELESS project will provide a model for the Philippines and elsewhere for achieving offshore marine resource and ecosystem protection targets, including those related to biodiversity within the CBD, and add a large, highly biodiverse and unique ecosystem to the world's Key Biodiversity Area (KBA) and Ecologically or Biologically Significant Area (EBSA) systems.

Led by Conservation International, executed by the Department of Environment and Natural Resources-Biodiversity Management Bureau, and supported by PEMSEA Resource Facility (PRF), the Project is recruiting for a Driver.

PROJECT OBJECTIVE

By 2030, the Philippine Rise Marine Resource Reserve of 352,390 hectares, consisting of a 49,684 hectares Strict Protection Zone and a 302,706 ha Multiple Use Zone, is conserved and better managed, protecting globally significant biodiversity while facilitating the sustainable use of its marine resources and generating livelihood benefits for adjacent communities.



SCOPE OF WORK, DUTIES AND RESPONSIBILITIES AND DELIVERABLES

Scope of Work

The Driver will be a core member of the PRICELESS Project Management Unit (PMU) hosted by PEMSEA Resource Facility. Under the guidance of the PEMSEA Executive Director, the direct supervision of the PRICELESS Project Manager and in close cooperation with other members of the PMU, DENR- BMB and PEMSEA Resource Facility (PRF) the Driver will carry out routine support services, in particular, transportation services.

1. Transportation Services (80%)

- Drives the official project vehicle for PMU staff and visitors in and around the city of assignment and on field travel
- Ensures that all passengers are comfortable, safe and relaxed by way the function is discharged
- Maintains the vehicle in good operating condition, always keeping them clean inside and outside
- Institutes periodic maintenance for the vehicle
- Prepares/logs all trips and submitting the report monthly
- Coordinates the annual renewal of vehicles' registration and insurance
- Maintains records of the vehicle's maintenance and repairs
- In case of vehicular accident, will coordinate with the Project Manager and the PRF Admin/HR Associate in producing all insurance and other documentation so that immediate repair can be implemented and coordinating with the motor shop to facilitate restoration and use of vehicle.

2. Communications and General Operations (10%)

- Assists in packing materials for dispatch or to be hand-carried on missions or meetings
- Assists in storage of goods and supplies
- Assists in the maintenance and upkeep of office premises

3. Facilitation and PRICELESS Events (10%)

- Support to PRICELESS events and workshops on logistics and administrative services.

WORKING ARRANGEMENTS

Institutional Arrangement

The Driver will be reporting directly to the Project Manager in close coordination with DENR- BMB and PEMSEA Resource Facility (PRF).

Duration of the Work

Expected duration of work is for initial of 2 years, renewable subject to performance.



Duty Station

The Driver will be based at the PRF Office, DENR Compound, Visayas Avenue, Quezon City.

Qualifications and skills required

License:	Professional Driver's License with appropriate restriction codes
Experience:	Minimum of 3 years of professional driving experience.
Education:	High school graduate or vocational equivalent.
Physical/Mental Fitness:	Must be physically fit to drive for long hours, with good eyesight and no major health issues.
Skills:	Knowledge of, and familiarity with, routes in area of deployment (e.g., Metro Manila, Regions 2, 3, 4A and 5), and familiarity with GPS/mapping applications (Waze).
Other:	Good moral character, punctuality, and honesty.

Submission of Application

Qualified candidates may submit their application together with complete Curriculum Vitae to the Recruitment Officer, via email to recruitment@pemsea.org. Please indicate the vacancy number and post title when applying (in the subject line) by email. The deadline for submission of application is **06 March 2026**.

Additional Consideration

Only those candidates that are shortlisted will be notified.