

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

Republic of the Philippines
PROVINCIAL GOVERNMENT OF CAVITE
Request for Publication of Vacant Positions

OFFICE OF THE GOVERNOR
PROVINCIAL GOVERNMENT OF CAVITE
28 JUL 2018
20180726-0814

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Provincial Government of Cavite in the CSC website:

ENGR. REBEL JOHN B. DIONISIO
OIC - Provincial Administrator
Date: July 25, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	YOUTH DEVELOPMENT OFFICER IV	PG - 56	22	58,717	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility		OFFICE OF THE PROVINCIAL GOVERNOR
2	ADMINISTRATIVE AIDE IV (Mechanic I)	PEO - 253	4	12,674	High School Graduate or Completion of relevant vocational/trade	None Required	None Required	Mechanic (MC 10 s.2013 CAT II)		Office of the Provincial Engineer
3	COOK I	BDH - 15	3	11,914	Elementary School Graduate	None Required	None Required	MC 10 s.2013 CAT III		BACOR DISTRICT HOSPITAL
4	ADMINISTRATIVE AIDE VI (CLERK III)	GEAMH - 13	6	14,340	Completion of 2 years studies in College	None Required	None Required	Career Service (Subprofessional) First Level Eligibility		General Emilio Aguinaldo Memorial Hospital
5	NURSING ATTENDANT I	GEAMH - 201	4	12,674	Elementary School Graduate	None Required	None Required	MC 10 s.2013 CAT III		General Emilio Aguinaldo Memorial Hospital
6	LABORATORY AIDE I	GEAMH - 222	2	11,200	Elementary School Graduate	None Required	None Required	MC 10 s.2013 CAT III		General Emilio Aguinaldo Memorial Hospital
7	SECURITY GUARD I	VET - 14	3	11,914	High School Graduate	None Required	None Required	MC 10 s.2013 CAT IV		Office of the Provincial Veterinarian
8	ADMINISTRATIVE AIDE I (UTILITY WORKER I)	VET - 16	3	11,914	Must be able to read and write	None Required	None Required	MC 10 s.2013 CAT III		Office of the Provincial Veterinarian

9	DRAFTSMAN III	PEO - 28	11	20,179	High School Graduate or Completion of relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Career Service (Subprofessional) First Level Eligibility		Office of the Provincial Engineer
10	ADMINISTRATIVE AIDE III (UTILITY WORKER II)	GSO - 29	3	11,914	Must be able to read and write	None Required	None Required	MC 10 s.2013 CAT III		GENERAL SERVICES OFFICE
11	LOCAL TREASURY OPERATION OFFICER IV	PTO - 27	22	58,717	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility		Office of the Provincial Treasurer
12	LABORATORY TECHNICIAN I	PEO - 183	6	14,340	Completion of 2 years studies in College	None Required	None Required	MC 10 s.2013 CAT II		Office of the Provincial Engineer
13										
14										
15										

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 _____.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in their application to:

ATTY. JESUS CRISPIN C. REMULLA
Provincial Governor
Provincial Capitol Building, Trece Martires City, Cavite

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

