

Republic of the Philippines  
PGO CAVITE  
Request for Publication of Vacant Positions

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21 MAY 2019  
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To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of PGO CAVITE in the CSC website:

  
LOURDES G. CAMERO  
(HRMO)

Date: May 22, 2019

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	NURSE I	CCMH-71	11	20754	Bachelor of Science in Nursing	None required	None required	RA 1080	CAVITE CENTER FOR MENTAL HEALTH
2	NURSING ATTENDANT I	CCMH-72	4	13214	Elementary School Graduate	None required	None required	MC 10 s.2013 CAT III	CAVITE CENTER FOR MENTAL HEALTH
3	ADMINISTRATIVE AIDE IV (Bookbinder II)	LSO-7	4	13214	Elementary School Graduate	None required	None required	MC 10 s.2013 CAT III	OFFICE OF THE PROVINCIAL LEGAL
4	ADMINISTRATIVE AIDE IV (Bookbinder II)	LSO-12	4	13214	Elementary School Graduate	None required	None required	MC 10 s.2013 CAT III	OFFICE OF THE PROVINCIAL LEGAL
5	ADMINISTRATIVE AIDE IV (Driver II)	LSO-17	4	13214	Elementary School Graduate	None required	None required	Prof Driver's License MC 10 s.2013 CAT IV	OFFICE OF THE PROVINCIAL LEGAL
6	LOCAL LEGISLATIVE STAFF ASST. III	PS-155	10	19233	Completion of 2 yrs studies in College	8 hrs of rel training	2 yrs of rel exp	1st Level	OFFICE OF THE PROVINCIAL SANGGUNIAN
7	LOCAL LEGISLATIVE STAFF ASST. III	PS-156	10	19233	Completion of 2 yrs studies in College	8 hrs of rel training	2 yrs of rel exp	1st Level	OFFICE OF THE PROVINCIAL SANGGUNIAN
8	ADMINISTRATIVE AIDE VI	PS-157	6	14847	Completion of 2 yrs studies in College	None required	None required	1st Level	OFFICE OF THE PROVINCIAL SANGGUNIAN
9	ADMINISTRATIVE AIDE VI	PS-158	6	14847	Completion of 2 yrs studies in College	None required	None required	1st Level	OFFICE OF THE PROVINCIAL SANGGUNIAN

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 29, 2019.

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](http://www.csc.gov.ph);
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in personally their application to:

EEOP STATEMENT

This office highly encourage all interested and qualified applicants, including physically challenged people, members of Indigenous Communities, and those from any Sexual Orientation and Gender Identities (SOGI).

ATTY. JESUS CRISPIN C. REMULLA

Provincial Governor

Provincial Capitol Building, Trece Martires City, Cavite

hrmo@cavite.gov.ph

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

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