

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

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

RECEIVED  
16 JUL 2019

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: July 15, 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	Competency (if applicable)	
1	SUPERVISING ADMINISTRATIVE OFFICER	PAD-7	22	65319	Bachelor's degree relevant to the job	16 hrs of rel training	3 yrs of rel exp	2nd Level	n/a	OFFICE OF THE PROVINCIAL ADMINISTRATOR
2	ADMIN. AIDE IV (Clerk II)	GEAMH-17	4	13214	Completion of 2 yrs studies in College	None required	None required	1st Level	n/a	GENERAL EMILIO AGUINALDO MEMORIAL HOSPITAL
3	PRISON GUARD I	PG-99	5	14007	Completion of 2 years studies in College	None required	None required	1st Level	n/a	OFFICE OF THE PROVINCIAL GOVERNOR
4	SOCIAL WELFARE OFFICER IV	PSWD-2	22	65319	Bachelor's degree in Social Work	16 hrs of rel training	3 yrs of rel exp	RA 1080	n/a	OFFICE OF THE PROVINCIAL SOCIAL WELFARE AND DEVELOPMENT
5	AGRICULTURAL CENTER CHIEF I	PAG-57	18	40637	Bachelor's degree relevant to the job	8 hrs of rel. training	2 yrs of rel. exp	2nd Level	n/a	OFFICE OF THE PROVINCIAL AGRICULTURE

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 July 30, 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.

**EEOP STATEMENT**

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

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

JUANITO VICTOR C. REMULLA  
Provincial Governor  
Provincial Capitol Building, Trece Martires City, Cavite  
[hrmo@cavite.gov.ph](mailto:hrmo@cavite.gov.ph)

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