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

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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PGO CAVITE in the CSC website:

HRMO Date: May 27, 2020

| No. | Position Title (Parenthetical Title, If applicable) | Plantilla Item No. | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards | | | | | |
|-----|---|-----------------------|---------------------------------|-------------------|--|-----------------------|-----------------|----------------------|-----------------------------------|---|
| | | | | | Education | Training | Experience | Eligibility | Competenc y (if applicable) | Place of Assignment |
| 1 | WATCHMAN III | COP5-118 | 7 | 15738 | Elementary School Graduate | None required | None required | MC 10 s.2013 CAT III | n/a | CAVITE OFFICE OF PUBLIC SAFETY |
| 2 | NURSE I | GEAMH-160 | 11 | 20754 | Bachelor of Science in Nursing | None required | None required | RA 1080 | n/a | GENERAL EMILIO AGUINALDO MEMORIAL HOSPITAL |
| 3 | DEVELOPMENT MANAGEMENT OFFICER II | PCO-6 | 15 | 30531 | Bachelor's degree relevant to the job | 4 hrs of rel training | 1 yr of rel exp | 2nd Level | n/a | PROVINCIAL COOPERATIVE, LIVEUHOOD AND ENTREPRENEURAL DEVELOPMENT OFFICE |
| 4 | ADMINISTRATIVE AIDE VI (Clerk III) | PPDO-24 | 6 | 14847 | Completion of 2 yrs studies in College | None required | None required | 1st Level | n/a | PROVINCIAL PLANNING & DEVELOPMENT OFFICE |
| 5 | SOCIAL WELFARE ASSISTANT | PSWD-4 | 8 | 16758 | Completion of 2 yrs studies in College | 4 hrs of rel training | 1 yr of rel exp | 1st Level | n/a | PROVINCIAL SOCIAL WELFARE AND DEVELOPMENT OFFICE |

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and personally hand in to the address below not later than June 10, 2020.

- 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 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 their application to:

| JUANITO VICTOR C. REMULLA |
|-----------------------------|
| Provincial Governor |
| Trece Martires City, Cavite |
| <u>hrmo@cavite.gov.ph</u> |

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).

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.