

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

20 JAN 2021
REGISTERED

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:


LOURDES G. CAMERO
HRMO

Date: December 28, 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE AIDE IV (Human Resource Mgt. Aide)	PG-78	4	13807	Completion of 2 yrs studies in College	None required	None required	1st Level	n/a	OFFICE OF THE PROVINCIAL GOVERNOR

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 January 12, 2021.

1. 2 copies of 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. 2 copies Performance rating in the last rating period (if applicable);
3. 2 copies Photocopy of certificate of eligibility/rating/license; and
4. 2 copies 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

hrmo@cavite.gov.ph

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.

PROVINCIAL ICT OFFICE
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BY RICO 1/20/21 2:35