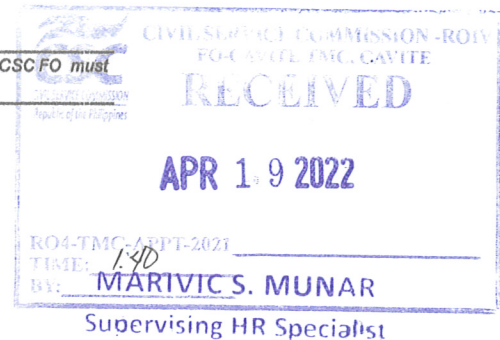


Republic of the Philippines  
**PROVINCIAL GOVERNMENT OF CAVITE**  
Request for Publication of Vacant Positions

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



To: CIVIL SERVICE COMMISSION (CSC)

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

Date: April 18, 2022  
19-Apr  
OIC-HR

No.	Position Title (Parent 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	ADMINISTRATIVE AIDE VI (Clerk III)	35	6	16,877	Completion of two years studies in college	None required	None required	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
2	ADMINISTRATIVE AIDE VI (Clerk III)	36	6	16,877	Completion of two years studies in college	None required	None required	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
3	COMMUNITY ASSISTANT - Health Extension Workers	43	9	20,402	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
	LICENSE II SPECTOR II	52	8	18,998	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
5	ADMINISTRATIVE AIDE III (Clerk I)	56	3	14,125	Completion of two years studies in college	None required	None required	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
6	CHIEF LABOR AND EMPLOYMENT OFFICER	2020	24	88,410	Master's Degree	24 hours of training in management and supervision	4 years in positions requiring management/supervision	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
7	ASSISTANT STATISTICIAN	80	9	20,402	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
8	ADMINISTRATIVE OFFICER I	97	11	25,439	Bachelor's degree	None required	None required	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
9	PRISON GUARD II	110	7	17,899	Completion of two years studies in college	None required	None required	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
10	PRISON GUARD II	116	7	17,899	Completion of two years studies in college	None required	None required	Career Service II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR

for republication (eligibility)  
for republication (experience)  
for republication (CSB-10 & salary)

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 May 4, 2022.

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 their application to:

JUANITO VICTOR C. REMULLA  
Provincial Governor  
Marikina City, Cavite  
cavite\_prov\_hrmo@yahoo.com

**EEOP STATEMENT**

This office highly encourages 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.