

CS Form No. 9  
Revised 2018

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



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:

*Maria Fe M. Satsatin*  
MARIA FE M. SATSATIN  
OIC-HRMO

Date: May 10, 2022

Supervising HR Specialist

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	ADMINISTRATIVE AIDE III (DRIVER)	1773	3	14,125	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, 2011 - Cal 10)	N/A	OFFICE OF THE PROVINCIAL ENGINEER
2										
3										
4										
5										
6										
7										
8										
9										
10										

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 25, 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

Trece Martires City, Cavite

[cavite\\_prov\\_hrmo@yahoo.com](mailto:cavite_prov_hrmo@yahoo.com)

**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.**

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

CIVIL SERVICE COMMISSION - ROIV  
FO-C AVITE, TMC, CAVITE

**RECEIVED**

Electronic copy to be submitted to the CSC PD, must be in MSJ  
Excel format

**MAY 10 2022**

RO-IV TMC 2021  
DATE: 5/10/2022  
MARIA FEM. SATSATIN  
VIC-HRMO  
**MARIVIC S. MUNAR**  
Supervising HR Specialist

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Date:

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					Education	Training	Experience	Eligibility		Competency (if applicable)
1	ADMINISTRATIVE AIDE IV (COMMUNICATIONS EQUIPMENT OPERATOR I)	46	4	14,993	Completion of two years studies in college or high school graduate with relevant vocational/trade course	None required	None required	COMMUNICATION EQUIPMENT OPERATOR, MC 10, s. 2013 CAT. II	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
2										
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