

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:

RO4-TMC-APP-2021
TIME: 3:10
BY: EJA DE CASTRO IV
Office Staff

MARIA FE M. SATSATIN
VIC-HRMO

Date: September 5, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	ADMINISTRATIVE AIDE III (Clerk I)	1882	3	14,125	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	OFFICE OF THE PROVINCIAL AGRICULTURE
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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 September 20, 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;
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 or send through courier/email their application to:

JUANITO VICTOR C. REMULLA
Provincial Governor
Trece Martires City, Cavite
cavite_prov_hrmo@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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).

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Date: _____
 MARIA FE M. SATSATIN
 OIC-HRMO
 September 5, 2022

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	STATISTICIAN I	515	11	25,439	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	PROVINCIAL PLANNING AND DEVELOPMENT OFFICE
2	STATISTICIAN AIDE	516	4	14,993	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	PROVINCIAL PLANNING AND DEVELOPMENT OFFICE
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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE OFFICER II (Financial Analyst I)	464	11	25,439	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	OFFICE OF THE PROVINCIAL ACCOUNTING
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TIME: 5:10
BY: E.S.A. DE CASTRO IV
Office Staff

MARIA FE M. SATSATIN
OIC-HRMO

Date: September 5, 2022

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE OFFICER III (Supply Officer II)	584	14	32,321	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	OFFICE OF THE GENERAL SERVICES
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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE AIDE VI (Clerk III)	551	6	16,877	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	OFFICE OF THE PROVINCIAL ADMINISTRATOR
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