

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of PROVINCIAL GOVERNMENT OF CAVITE in the CSC website:

ATTY. JESUS CRISPIN C. REMULLA

(Head of Agency)

Date: August 30, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE OFFICER IV	PICTO-4	15	348120	Bachelor's Degree	4 hrs of rel. training	1 yr of rel. experience	1st Level	n/a	Provincial Information and Communication Technology Office
2	LOCAL REVENUE COLLECTION OFFICER III	PTO-16	18	457020	Bachelor's Degree	8 hrs of rel. trainings	2 yrs of rel. experience	2nd Level	n/a	Office of the Provincial Treasurer

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 December 29, 2018.

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 present position for one (1) year (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:

ATTY. JESUS CRISPIN C. REMULLA
Provincial Governor
Provincial Capitol Building, Trece Martires City, Cavite
hrmo@cavite.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.