

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

CIVIL SERVICE COMMISSION
MC, Cavite Field Office

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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:

LOURDES G. CAMERO
HRMO

Date: November 9, 2018

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 OFFICER V (Mgt. & Audit Analyst III)	PAD-9	18	38085	Bachelor's degree relevant to the job	8 hrs of rel training	2 yrs of rel exp	2nd Level	n/a	OFFICE OF THE PROVINCIAL ADMINISTRATOR

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 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 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:

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.