

CS Form No. 9  
Revised 2018

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

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



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:

*Don't m. 95 at*  
**MARIA FE M. SATSATIN**  
OIC-HRMO

Date: March 7, 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	Chief Labor and Employment Officer	2020	24	86,742	Masteral Degree	24 hours of training in management and supervision	2 years in public sector management experience	Competency (Professional, Technical and English)	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
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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 March 22, 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.**

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*Don't forget to fill*  
**MARIA FE M. SATSATIN**  
OIC-HRMO

**MARIVIC S. MUNAR**  
Supervising HR Specialist

Date: March 7, 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	Prison Guard II	116	7	17,179	Completion of two years studies in college	None required	None required	Career Service / Subsequent/First Level Eligibility	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
2	Prison Guard I	122	5	15,275	Completion of two years studies in college	None required	None required	Career Service / Subsequent/First Level Eligibility	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
3	Prison Guard II	142	7	17,179	Completion of two years studies in college	None required	None required	Career Service / Subsequent/First Level Eligibility	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
4	Prison Guard II	152	7	17,179	Completion of two years studies in college	None required	None required	Career Service / Subsequent/First Level Eligibility	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
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*Don't m. Satatin*  
MARIA FE M. SATSATIN  
VOIC-HRMO

Date: March 7, 2022

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Nurse II	1384	16	36,628	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	GEN. TRIAS MEDICARE HOSPITAL
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*Maria Fe M. Satsatin*  
**MARIA FE M. SATSATIN**  
VOIC-HRMO

Date: March 7, 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	Administrative Aide / Reproduction Machine Operator	429	2	13,305	Elementary School Graduate	None required	None required	None required (MC 10 s. 2013 - Call R)	N/A	OFFICE OF THE PROVINCIAL ASSESSOR
2	Local Assessment Operation Officer II	454	15	35,097	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Service Level Eligible	N/A	OFFICE OF THE PROVINCIAL ASSESSOR
3	Assessment Clerk I	458	4	14,993	Completion of two years studies in college	None required	None required	Career Service (Administrative) Post-Service Eligible	N/A	OFFICE OF THE PROVINCIAL ASSESSOR
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Date: March 7, 2022 *Supervising HR Specialist*

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer IV (Admin Officer II)	1870	15	33,575	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligible	N/A	OFFICE OF THE PROVINCIAL AGRICULTURE
2	Planning Officer I	1867	11	23,877	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligible	N/A	OFFICE OF THE PROVINCIAL AGRICULTURE
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