

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

CIVIL SERVICE COMMISSION - RO4  
OFFICE OF THE TMC, CAVITE

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

**RECEIVED**

06-09-2022

MARIA FE M. SATSATIN  
VOIC-HRMO

RO4-TMC-APPT-2022  
TIME: 16:30 AM

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:

Date: June 6, 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 OFFICER II (Human Resource Management Officer I)	66	11	25,439	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	OFFICE OF THE PROVINCIAL GOVERNOR
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 send to the address below not later than June 21, 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 or send through courier/email their application to:

**JUANITO VICTOR C. REMULLA**  
Provincial Governor  
Trece Martires City, Cavite  
[cavite\\_gov\\_hrmo@yahoo.com](mailto:cavite_gov_hrmo@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.