

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.  
01 FEB 2023  
10:50 AM  
KHABIZA JOY A. PARTOZA  
MARIA FE M. SATSANTIN  
OIC-HRMO

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: \_\_\_\_\_  
Office Staff  
January 6, 2023

No.	Position Title (Paranetical 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	PROVINCIAL GOVERNMENT DEPARTMENT HEAD (Provincial Accountant)	480	26	113,891	Bachelor's degree in Commerce/Business Administration major in Accounting	None	5 years experience in the treasury or accounting service	RA 1080	N/A	OFFICE OF THE PROVINCIAL ACCOUNTING
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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 January 21, 2023.

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\_prov\_hrmo@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.