

Republic of the Philippines
CGO BACOR, 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 CGO BACOR, CAVITE in the CSC website:

NATIVIDAD LUDWIG I. OPLE

HRMO

Date: September 13, 2024

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	City Government Department Head I*	260	25	102,690	Bachelor's degree in Commerce/ Business Administration major in Accounting	None required	5 years experience in treasury or accounting service	RA 1080, as amended, (CPA)	n/a	City of Bacoor/Office of the City Accounting and Internal Audit Services
2	Administrative Officer V (Administrative Officer III)	528	18	46,725	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Accounting and Internal Audit Services
4	Administrative Assistant V (Data Controller III)	535	11	27,000	Completion of 2 years studies in college or High School graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Accounting and Internal Audit Services
5	Administrative Aide VI (Accounting Clerk II)	700	6	17,553	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Accounting and Internal Audit Services

6	Administrative Assistant II (Accounting Clerk III)	266	8	19,744	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Accounting and Internal Audit Services
7	Administrative Aide IV (Accounting Clerk I)	270	4	15,586	Completion of 2 years studies in college or High School graduate with relevant vocational/trade course	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Accounting and Internal Audit Services
8	Administrative Aide IV (Bookbinder II)	705	4	15,586	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Accounting and Internal Audit Services

Interested and qualified applicants should signify their interest in writing and fill out the application form below. Please also attach the following documents to the application letter and send to the address/form below not later than September 28, 2024. This office highly encourages all interested and qualified applicants including persons with disability (PWD), members of indigenous communities and those with diverse sexual orientation, gender and identity expression (SOGIE) to apply.

1. Fully accomplished and notarized 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.
5. Letter of Intent
6. Application form link: <https://forms.gle/YVtTKmWs2MD9WdZo7>

*Must be a resident of Bacoor, Cavite in accordance to the Local Government Code of 1991

QUALIFIED APPLICANTS are advised to hand in or **send through courier/email their application** to:

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City Gov't Department Head I

Bacoor Government Center Brgy Bayanan, Bacoor

Bld, City of Bacoor, Cavite

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1	City Government Department Head I	442	25	102,690	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	5 years of experience in agriculture or in a related field	Relevant RA 1080, as amended, (Agriculturist, Agricultural Engineer, Fisheries Technologist, Veterinarian, and others depending on the functions, duties and responsibilities as indicated in the Position Description Form (CSC MC No. 1, s. 2013)	n/a	City of Bacoor/Office of the City Agricultural Services

2	Agricultural Technologist	444	10	23,176	Bachelor's degree in Agriculture or other allied courses such as Agricultural Engineering, Fisheries Technology and Veterinary Medicine	None required	None required	Relevant RA 1080	n/a	City of Bacoor/Office of the City Agricultural Services
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1	City Government Department Head I*	1017	25	102,690	Bachelor's degree relevant to the job	5 years relevant experience	32 hours of training in management and supervision	RA1080 Architect	n/a	City of Bacoor/Office of the City Architectural Planning
2	City Government Assistant Department Head I	1018	23	80,003	Bachelor's degree	3 years of relevant experience	16 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Architectural Planning
3	Draftsman III	1019; 1020	11	27,000	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	2 years of relevant experience	8 hours of relevant training	Career Service Subprofessional/ First Level Eligibility/ Draftsman (for incumbent to the position as of April 16, 2013) Draftsman (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. II) (for new hire as of April 16, 2013)	n/a	City of Bacoor/Office of the City Architectural Planning

4	Administrative Aide IV	1021; 1022	4	15,586	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Architectural Planning
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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	City Government Department Head I*	308	25	102,690	Bachelor's degree preferably Civil or Mechanical Engineering, Commerce, or any other related course	None Required	5 years experience in real property assessment work or any related field	RA 1080, as amended, (Real Estate Appraiser)	n/a	City of Bacoor/City Assessor's Department
2	City Government Assistant Department Head I	574	23	80,003	Bachelor's degree preferably Civil or Mechanical Engineering, Commerce, or any other related course	None Required	3 years experience in real property assessment work or in any related field	Second Level Eligibility preferably RA1080 (Real Estate Appraiser)	n/a	City of Bacoor/City Assessor's Department
3	Assessment Clerk II	311	6	17,553	Completion of 2 years studies in college	None Required	None Required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Assessor's Department
4	Assessment Clerk I	314	4	15,586	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Assessor's Department
6	Assessment Clerk III	317	9	21,211	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Assessor's Department

7	Tax Mapper I	319	11	27,000	Bachelor's degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility or equivalent	n/a	City of Bacoor/City Assessor's Department
8	Tax Mapping Aide	323	4	15,586	High School Graduate or Completion of relevant vocational/trade course	None required	None required	None required (MC 10, s. 2013-Cat. III)	n/a	City of Bacoor/City Assessor's Department
9	Administrative Assistant II (Clerk IV)	723	8	19,744	Completion of 2 years studies in college	4 hours of relevant training	1 year relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Assessor's Department
10	Administrative Assistant VI (Computer Operator III)	724	12	29,165	Completion of 2 years studies in college or High School Graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Career Service SubProfessional/ First level Eligibility/ Data Encoder (MC. 11 s. 96 - Cat. I)	n/a	City of Bacoor/City Assessor's Department

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Assistant II (Budgeting Assistant)	256	8	19,744	Completion of 2 years studies in college	4 hours of relevant training	1 year relevant experience	Career Service Subprofessional Eligibility/ First Level Eligibility	n/a	City of Bacoor/City Budget Department

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1	Administrative Aide IV (Clerk II)	208	4	15,586	Completion of 2 years studies in College	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Civil Registry
2	Administrative Aide III (Clerk I)	209	3	14,678	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Civil Registry

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1	City Government Department Head I*	460	25	102,690	Bachelor's degree in Environment, For estry, Agriculture or any related course	None required	Five (5) years of experience in Environmental & Natural Resources Management, Co nservation & Utilization	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Environment Service Department
2	Environmental Management Specialist I	1057	11	27,000	Bachelors degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Environment Service Department
3	Administrative Officer I	1058	10	23,176	Bachelor's degree	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Environment Service Department

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1	City Government Department Head I*	182	25	102,690	Bachelor's degree preferably in Urban Planning, Developmental Studies, Economics, Public Administration or any related course	None required	5 years of experience in developmental planning or in any related field	RA 1080, (Environmental Planner)	n/a	City of Bacoor/City Planning & Development Coordinating Office
2	Administrative Assistant III (Computer Operator II)	184	9	21,211	Completion of 2 year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Planning & Development Coordinating Office
3	Statistician I	195	11	27,000	Bachelor's degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Planning & Development Coordinating Office
4	Clerk IV	906	8	19,744	Completion of 2 years studies in college	4 hours of relevant training	1 year relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Planning & Development Coordinating Office

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1	Engineer III	474	19	51,357	Bachelor's degree in Engineering relevant to the job	8 hours of relevant training	2 years of relevant experience	RA 1080 (Civil Engineer)	n/a	City of Bacoor/Office of the City Engineer
2	Engineer II	466; 476; 481; 484	16	39,672	Bachelor's degree in Engineering relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1080 relevant to the job	n/a	City of Bacoor/Office of the City Engineer
3	Engineer I	485	12	29,165	Bachelors Degree in Engineering relevant to job	none required	none required	RA1080 as amended (Civil Engineer)	n/a	City of Bacoor/Office of the City Engineer
4	Administrative Aide IV (Clerk II)	471	4	15,586	Completion of 2 years studies in college	None Required	None Required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Engineer
5	Architect I	599	12	29,165	Bachelors degree in Architecture	None required	None required	RA1080 as amended (Architect)	n/a	City of Bacoor/Office of the City Engineer

6	Draftsman II	479	8	19,744	Completion of 2 years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant trainin	1 year of relevant experience	Draftsman (MC 10, s. 2013 - Cat. II)	n/a	City of Bacoor/Office of the City Engineer
7	Draftsman I	482	6	17,553	Completion of 2 years studies in college or High School graduate with relevant vocational/trade course	none required	none required	Draftsman (MC 10, s. 2013 - Cat. II)	n/a	City of Bacoor/Office of the City Engineer
8	Electrician II	486	6	17,553	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	Electrician (Building Wiring) (-250 volts) (MC 10, s. 2013 - Cat. II)	n/a	City of Bacoor/Office of the City Engineer

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2	Administrative Assistant V (Data Controller III)	279	11	27,000	Completion of 2 years studies in College or High School graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Career Service Subprofessional/ First Level Eligibility/ Data Encoder Eligibility	n/a	City of Bacoor/City Finance Department (City Treasurer's Office)
3	Administrative Aide IV (Reproduction Machine Operator II)	720	3	14,678	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/City Finance Department (City Treasurer's Office)
4	Local Revenue Collection Officer III	285; 286	18	46,725	Bachelor's degree	8 hours of relevant training	(2) years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Finance Department (City Treasurer's Office)
5	Revenue Collection Clerk II	293; 295; 296	7	18,620	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Finance Department (City Treasurer's Office)

6	Administrative Officer V (Cashier III)	302	18	46,725	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Finance Department (City Treasurer's Office)
7	Administrative Officer I (Cashier I)	304	10	23,176	Bachelor's Degree	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Finance Department (City Treasurer's Office)
8	Administrative Assistant II (Disbursing Officer II)	305	8	19,744	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Finance Department (City Treasurer's Office)

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NATIVIDAD LUDWIG I. OPLE

City Gov't Department Head I

Bacoor Government Center Brgy Bayanan, Bacoor
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Republic of the Philippines
CGO BACOR, 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 CGO BACOR, CAVITE in the CSC website:

NATIVIDAD LUDWIG I. OPLE

HRMO

Date: September 13, 2024

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	City Government Department Head I*	820	25	102,690	Bachelor's degree	32 hours of training in management and supervision	5 years in position involving management and supervision	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement
2	Administrative Officer V (Administrative Officer III)	821	18	46,725	Bachelor's degree relevant to the job	8 hours of relevant training	2 year of relevant experience	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement
3	Housing and Homesite Regulation Officer I	90	11	27,000	Bachelor's degree	None required	None required	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement
4	Engineer I	822	12	29,165	Bachelor's degree in Engineering relevant to the job	None required	None required	RA1080 (Civil Engineer)	n/a	City of Bacoor/Housing, Urban Development and Resettlement
5	Administrative Aide III (Clerk I)	823	3	14,678	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional / First Level eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement
6	Administrative Aide III (Driver I)	824	3	14,678	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	n/a	City of Bacoor/Housing, Urban Development and Resettlement

7	Community Affairs Officer IV	825	22	71,511	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement
8	Administrative Aide IV (Clerk II)	829	4	15,586	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional / First Level eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement
9	Administrative Officer I (Records Officer I)	834	10	23,176	Bachelor's degree	None required	None required	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement
10	Administrative Aide IV (Clerk II)	835	4	15,586	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional / First Level eligibility	n/a	City of Bacoor/Housing, Urban Development and Resettlement

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide III (Clerk I)	41	3	14,678	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
2	Administrative Aide II (Reproduction Machine Operator I)	73	2	13,819	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013-Cat. III)	n/a	City of Bacoor/Office of the City Mayor
3	Administrative Officer V	685	18	46,725	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
4	Administrative Assistant V (Data Controller III)	687	11	27,000	Completion of two years studies in College or High School graduate with relevant vocational/trade course	2 years of relevant experience	8 hours of relevant training	Career Service Subprofessional/ First Level Eligibility/ Data Encoder Eligibility	n/a	City of Bacoor/Office of the City Mayor
5	Administrative Aide VI (Clerk III)	689	6	17,553	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Mayor

6	Administrative Aide IV (Clerk II)	690; 691	4	15,586	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
7	Youth Development Officer I	1052; 1053	10	23,176	Bachelor's degree	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
8	Youth Development Assistant II	1054; 1055	8	19,744	Completion of two years studies in College	1 year of relevant experience	4 hours of relevant training	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
9	Public Services Officer III	1044	18	46,725	Bachelor's degree	2 years of relevant experience	8 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
10	Public Services Officer I	35; 1046; 1047	11	27,000	Bachelor's degree	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
11	Public Services Officer II	1045	15	36,619	Bachelor's degree	1 year of relevant experience	4 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
12	Public Service Foreman	1048; 1049; 1050; 1051	6	17,553	High School Graduate	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Mayor
13	Cooperative Development Specialist I	74	11	27,000	Bachelor's degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Mayor
14	Administrative Assistant III (Mechanic III)	490	9	21,211	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Automotive Servicing (MC 10, s. 2013 - Cat. III) or Mechanic (MC 11 s.96 Cat. II)	n/a	City of Bacoor/Office of the City Mayor

15	Administrative Aide VI (Mechanic II)	491	6	17,553	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Automotive Servicing (MC 10, s. 2013 Cat. III) or Mechanic (MC 11 s.96 Cat. II)	n/a	City of Bacoor/Office of the City Mayor
16	Mechanic II	605	6	17,553	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Automotive Servicing (MC 10, s. 2013 Cat. III) or Mechanic (MC 11 s.96 Cat. II)	n/a	City of Bacoor/Office of the City Mayor
17	Administrative Assistant II (Labor General Foreman)	919	8	19,744	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Mayor
18	Painter I	920; 921;	3	14,678	Elementary School Graduate	None required	None required	Painter (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Mayor
19	Plumber I	922; 923	3	14,678	Elementary School Graduate	None required	None required	Plumber (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Mayor
20	Carpenter I	924; 925	3	14,678	Elementary School Graduate	None required	None required	Carpenter (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Mayor
21	Mechanic III	926;	9	21,211	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Automotive Servicing (MC 10, s. 2013 - Cat. III) or Mechanic (MC 11 s.96 Cat. II)	n/a	City of Bacoor/Office of the City Mayor
22	Mechanic I	927; 928	4	15,586	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Automotive Servicing (MC 10, s. 2013 - Cat. III) or Mechanic (MC 11 s.96 Cat. II)	n/a	City of Bacoor/Office of the City Mayor

23	Welder I	929; 930	4	15,586	Elementary School Graduate	None required	None required	Welder (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Mayor
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Republic of the Philippines
CGO BACOR, 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 CGO BACOR, CAVITE in the CSC website:

NATIVIDAD LUDWIG I. OPLE

HRMO

Date: September 13, 2024

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	City Government Department Head I*	495	25	102,690	Bachelor's degree	5 years relevant experience	32 hours of training in management and supervision	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the Building Official
2	City Government Assistant Department Head I	600	23	80,003	Bachelors degree	16 hours of relevant training	3 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the Building Official
3	Administrative Aide IV (Clerk II)	500	4	15,586	Completion of 2 years studies in college	None Required	None Required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the Building Official
4	Administrative Aide III (Clerk I)	501; 502; 509	3	14,678	Completion of 2 years studies in college	None Required	None Required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the Building Official
5	Engineer I	504; 505; 513	12	29,165	Bachelor's Degree in Engineering	None Required	None Required	RA 1080 relevant to the job	n/a	City of Bacoor/Office of the Building Official
6	Administrative Aide III (Driver I)	511	3	14,678	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10, 2.2013- CAT IV)	n/a	City of Bacoor/Office of the Building Official
7	Administrative Aide VI (Accounting Clerk II)	520	6	17,553	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the Building Official

8	Architect II	734	16	39,672	Bachelor's degree in Architecture	1 year of relevant experience	4 hours of relevant training	RA 1080, as amended, (Architect)	n/a	City of Bacoor/Office of the Building Official
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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	City Government Assistant Department Head I	785	23	80,003	Bachelor's degree preferably in any of the following areas: Operations Management (OM); Human Resource Management (HRM); Human Resource Development (HRD); and/or allied fields	None required	3 years of experience in program management relative to employment facilitation	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Public Employment Service Office
2	Labor and Employment Assistant	82	8	19,744	Completion of 2 years studies in college	4 hours of relevant training on employment facilitation	1 year experience in employment facilitation	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Public Employment Service Office

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1	Veterinarian III	448	19	51,357	Doctor of Veterinary Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080 (Veterinarian)	n/a	City of Bacoor/City Veterinary Office
2	Veterinarian I	450	13	31,320	Doctor of Veterinary Medicine	None Required	None Required	RA 1080 (Veterinarian)	n/a	City of Bacoor/City Veterinary Office
3	Meat Inspector I	451	6	17,553	Completion of 2 years studies in college	None Required	None Required	Career Service Subprofessional/ First Lvel Eligibility	n/a	City of Bacoor/City Veterinary Office
4	Animal Keeper I	454	4	15,586	Must be able to read and write	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/City Veterinary Office

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1	Supervising Administrative Officer (Administrative Officer IV)	836	22	71,511	Bachelor's degree relevant to the job	4 years of relevant experience	16 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Administrator's Office

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1	City Government Assistant Department Head I	887	23	80,003	Bachelor's degree	16 hours of relevant training on Disaster Risk Reduction and Management	3 years of relevant experience on Disaster Risk Reduction and Management	Career Service Professional/ Second Level Eligibility	n/a	City pof Bacoor/Bacoor Disaster Risk Reduction Management Office
2	Local Disaster Risk Reduction & Management Assistant	743	8	19,744	Completion of 2 years studies in College	4 hours of training in management and supervision on Disaster Risk Reduction and Management	1 year of relevant experience on Disaster Risk Reduction and Management	Career Service Subprofessional/ First Level Eligibility	n/a	City pof Bacoor/Bacoor Disaster Risk Reduction Management Office
3	Special Operations Officer III	75	18	46,725	Bachelor's degree	2 years of relevant experience	8 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City pof Bacoor/Bacoor Disaster Risk Reduction Management Office
4	Driver II	888	4	15,586	Elementary School Graduate	None required	None required	Professional Driver's License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)	n/a	City pof Bacoor/Bacoor Disaster Risk Reduction Management Office

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	City Government Department Head I*	562	25	102,690	Bachelor's degree	32 hours of training in management and supervision	5 years in position involving management and supervision	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Bacoor Permit and Licensing Department
2	Licensing Officer II	51	15	36,619	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Bacoor Permit and Licensing Department
3	License Inspector II	55	8	19,744	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Bacoor Permit and Licensing Department
4	License Inspector I	59	6	17,553	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Bacoor Permit and Licensing Department
5	Administrative Aide VI (Data Controller I)	60	6	17,553	Completion of 2 years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional) Data Encoder (MC 11,S.96-Cat. I) First Level Eligibility	n/a	City of Bacoor/Bacoor Permit and Licensing Department
6	Administrative Aide IV (Clerk II)	62	4	15,586	Completion of two years studies in College	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Bacoor Permit and Licensing Department

7	Administrative Officer IV (Fiscal Examiner II)	66	15	36,619	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Bacoor Permit and Licensing Department
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NATIVIDAD LUDWIG I. OPLE

City Gov't Department Head I

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Republic of the Philippines
CGO BACOR, 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 CGO BACOR, CAVITE in the CSC website:

NATIVIDAD LUDWIG I. OPLE

HRMO

Date: September 13, 2024

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	City Government Department Head I*	540	25	102,690	Bachelor's degree	32 hours of training in management and supervision	5 years in position involving management and supervision	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/City Bacoor Traffic Management Department
2	Traffic Operations Officer III	558	18	46,725	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/City Bacoor Traffic Management Department
3	Assistant Traffic Operations Officer	559; 545; 549	8	19,744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Bacoor Traffic Management Department
4	Administrative Aide IV (Clerk II)	542	4	15,586	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/City Bacoor Traffic Management Department
5	Traffic Operations Officer III	544	18	46,725	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/City Bacoor Traffic Management Department
6	Traffic Aide I	551; 552; 553; 555	3	14,678	High School Graduate	None required	None required	None Required (MC No.10 S.2013-Cat.III)	n/a	City of Bacoor/City Bacoor Traffic Management Department

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Supervising Administrative Officer	858	22	71,511	Bachelor's Degree	16 hours of relevant training	3 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Information and Community Relations Department
2	Administrative Officer V (Information Officer III)	792	18	46,725	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Information and Community Relations Department
3	Administrative Assistant III (Computer Operator II)	794	9	21,211	Completion of 2 years studies in College or High School Graduate with relevant vocational/trade course.	4 hours of relevant training	1 year of relevant experience	Career Service SubProfessional/ First Level Eligibility/ Data Encoder (MC II s.96 Cat. I)	n/a	City of Bacoor/City Information and Community Relations Department
4	Administrative Officer IV (Information Officer II)	43	15	36,619	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/City Information and Community Relations Department

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	City Government Assistant Department Head I	577	23	80,003	Bachelor's degree	3 years of relevant experience	16 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Social Welfare and Development
2	Social Welfare Officer III	815; 981; 982	18	46,725	Bachelor of Science in Social Work	8 hours of relevant training	2 year of relevant experience	RA 1080, as amended, (Social Worker)	n/a	City of Bacoor/Office of the City Social Welfare and Development
3	Social Welfare Officer II	425; 710; 775; 983	15	36,619	Bachelor of Science in Social Work	4 hours of relevant training	1 year of relevant experience	RA 1080, as amended, (Social Worker)	n/a	City of Bacoor/Office of the City Social Welfare and Development
4	Social Welfare Officer I	427; 429; 432; 539; 681; 984; 985; 986	11	27,000	Bachelor of Science in Social Work	None required	None required	RA 1080, as amended, (Social Worker)	n/a	City of Bacoor/Office of the City Social Welfare and Development
5	Nutritionist-Dietitian III	684	18	46,725	Bachelor's degree major in Nutrition, Dietetics or Community	2 years of relevant experience	8 hours of relevant training	RA 1080, as amended, (Nutritionist- Dietitian)	n/a	City of Bacoor/Office of the City Social Welfare and Development

6	Nutrition Officer II	433	14	33,843	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Social Welfare and Development
7	Social Welfare Assistant	1006	8	19,744	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessiona l/ First Level Eligibility	n/a	City of Bacoor/Office of the City Social Welfare and Development
8	Day Care Worker II	586	8	19,744	High School Graduate	4 hours of relevant training	1 year of relevant experience	None required (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Social Welfare and Development
9	Day Care Worker I	592	6	17,553	High School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/Office of the City Social Welfare and Development
10	Social Welfare Aide	988; 989; 990; 991; 992; 993; 994; 995; 996; 997; 998; 999; 1000; 1001	4	15,586	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Social Welfare and Development
11	Watchman	898; 899; 900; 901	2	13,819	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Social Welfare and Development
12	Planning Officer III	1002	18	46,725	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Social Welfare and Development
13	Project Evaluation Officer I	1003	11	27,000	Bachelor's degree relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the City Social Welfare and Development

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	City Government Department Head I*	931	25	102,690	Bachelor's degree preferably relevant to the job	32 hours of training in management and supervision	5 years in position involving management and supervision	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/E- Governance Department
2	City Government Assistant Department Head I	932	23	80,003	Bachelor's degree preferably relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/E- Governance Department
3	Administrative Officer V	933; 940; 954	18	46,725	Bachelor's degree preferably relevant to the job	8 hours relevant training	2 years of relevant experience	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/E- Governance Department

4	Administrative Aide IV	935; 936; 938; 939; 942; 943; 945; 946; 949; 950; 952; 953; 956; 957; 959; 960	4	15,586	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/E-Governance Department
5	Administrative Officer II	941; 944; 948; 951; 955; 958	11	27,000	Bachelor's degree preferably relevant to the job	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/E-Governance Department

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1	Administrative Aide III (Driver I)	224	3	14,678	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s.2013- Cat IV)	n/a	City of Bacoor/Office of the General Services
2	Administrative Aide III (Utility Worker II)	227	3	14,678	Must be able to read and write	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/Office of the General Services
3	Administrative Aide I (Utility Worker I)	231; 769; 770	1	13,000	Must be able to read & write	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/Office of the General Services
4	Laborer II (Administrative Aide III)	238	3	14,678	Must be able to read and write	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/Office of the General Services
5	Cemetery Caretaker	249	2	13,819	Must be able to read and write	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/Office of the General Services
6	Administrative Aide IV (Driver II)	1059	4	15,586	Elementary School Graduate	None required	None required	Professional Driver's License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)	n/a	City of Bacoor/Office of the General Services
7	Administrative Aide VI (Labor Foreman)	1060	6	17,553	High School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/Office of the General Services

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1	Administrative Officer III (Records Officer II)	174	14	33,843	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	City of Bacoor/Human Resources Development and Management Department
2	Administrative Assistant I (Reproduction Machine Operator III)	856	7	18,620	Elementary School Graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)	n/a	City of Bacoor/Human Resources Development and Management Department
3	Administrative Aide VI (Clerk III)	857	6	17,553	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Human Resources Development and Management Department

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1	Legal Assistant I	332	10	23,176	Bachelor of Science in Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	None required	None required	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the Legal Services
2	Legal Aide	337	5	16,543	Completion of 2 years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the Legal Services
3	Attorney III	1040; 1041	21	63,997	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080	n/a	City of Bacoor/Office of the Legal Services
4	Administrative Officer IV	1042; 1043	15	36,619	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Office of the Legal Services

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1	City Government Assistant Department Head I	977	23	80,003	Bachelor's degree preferably Doctor of Medicine	16 hours of relevant training	3 years of relevant experience	Career Service Professional/ Second Level Eligibility preferably RA 1080 (Physician)	n/a	City of Bacoor/Office of the City Health Services
2	Nurse III	874	17	43,030	Bachelor of Science in Nursing	1 year of relevant experience	4 hours of relevant training	RA 1080, as amended, (Nurse)	n/a	City of Bacoor/Office of the City Health Services
3	Nurse II	877	16	39,672	Bachelor of Science in Nursing	4 hours of relevant training	1 year relevant experience	RA 1080 (Nurse)	n/a	City of Bacoor/Office of the City Health Services
4	Nurse I	641; 881; 882; 883; 884; 885; 851	15	36,619	Bachelor of Science in Nursing	None required	None required	RA 1080 (Nurse)	n/a	City of Bacoor/Office of the City Health Services
5	Midwife IV	349	15	36,619	Completion of the Midwifery Course	16 hours of relevant training	3 years of relevant experience	RA 1080 (Midwife)	n/a	City of Bacoor/Office of the City Health Services
6	Midwife I	410	9	21,211	Completion of the Midwifery Course	None required	None required	RA 1080 (Midwife)	n/a	City of Bacoor/Office of the City Health Services

7	Dentist IV	371	23	80,003	Doctor of Dental Medicine or Dental Surgery	3 years of relevant experience	16 hours of relevant training	RA 1080, as amended, (Dentist)	n/a	City of Bacoor/Office of the City Health Services
8	Dentist III	372	20	57,347	Doctor of Dental Medicine or Dental Surgery	8 hours of relevant training	2 years of relevant experience	RA 1080 (Dentist)	n/a	City of Bacoor/Office of the City Health Services
9	Dentist I	375; 376; 865	14	33,843	Doctor of Dental Medicine or Dental Surgery	None required	None required	RA 1080 (Dentist)	n/a	City of Bacoor/Office of the City Health Services
10	Dental Aide	379	4	15,586	High School Graduate	None required	None required	None required (MC 10, s. 2013 - Cat. III)	n/a	City of Bacoor/Office of the City Health Services
11	Dental Hygienist	380	10	23,176	Bachelor's degree relevant to the job	None required	None required	RA. 1080 (Dental Hygienist)	n/a	City of Bacoor/Office of the City Health Services
12	Sanitation Inspector II	383	8	19,744	Completion of 2 years studies in college.	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional / First Level Eligibility	n/a	City of Bacoor/Office of the City Health Services
13	Sanitation Inspector I	385; 387; 388; 575; 576; 619	6	17,553	Completion of 2 years studies in college.	None required	None required	Career Service Subprofessional / First Level Eligibility	n/a	City of Bacoor/Office of the City Health Services
14	Medical Officer III	393; 394; 633; 634; 683; 871; 872; 635	21	63,997	Doctor of Medicine	None required	None required	RA 1080 (Physician)	n/a	City of Bacoor/Office of the City Health Services
15	Medical Technologist I	413; 853	11	27,000	Bachelor's degree in Medical Technology	None required	None required	RA 1080 (Medical Technologist)	n/a	City of Bacoor/Office of the City Health Services
16	Pharmacist I	708	11	27,000	Bachelors degree in Pharmacy	None required	None required	RA 1080 (Pharmacist)	n/a	City of Bacoor/Office of the City Health Services
17	Radiologic Technologist I	414	11	27,000	Bachelor of Science in Radiologic Technology	None required	None required	RA 1080 (Radiologic Technologist)	n/a	City of Bacoor/Office of the City Health Services
18	Administrative Aide IV (Clerk II)	419	4	15,586	Completion of two-year studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility	n/a	City of Bacoor/Office of the City Health Services
19	Administrative Aide III (Driver)	870	3	14,678	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s.2013 - Cat. III)	n/a	City of Bacoor/Office of the City Health Services

20	Computer Operator II	854	9	21,211	Completion of two years studies in College or high school graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional /First Level Eligibility/ Data Encoder	n/a	City of Bacoor/Office of the City Health Services
21	Administrative Officer I	978	10	23,176	Bachelor's degree relevant to the job	None required	None required	Career Service Professional/ Second level Eligibility	n/a	City of Bacoor/Office of the City Health Services
22	Administrative Assistant I	979	7	18,620	Completion of 2 years studies in college.	None required	None required	Career Service SubProfessional / First Level Eligibility	n/a	City of Bacoor/Office of the City Health Services
23	Administrative Aide III (Clerk I)	980	3	14,678	Completion of 2 years studies in college.	None required	None required	Career Service SubProfessional / First Level Eligibility	n/a	City of Bacoor/Office of the City Health Services

Interested and qualified applicants should signify their interest in writing and fill out the application form below. Please also attach the following documents to the application letter and send to the address/form below not later than September 28, 2024. This office highly encourages all interested and qualified applicants including persons with disability (PWD), members of indigenous communities and those with diverse sexual orientation, gender and identity expression (SOGIE) to apply.

1. Fully accomplished and notarized 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.
 5. Letter of Intent
 6. Application form link: <https://forms.gle/YVtTKmWs2MD9WdZo7>
- *Must be a resident of Bacoor, Cavite in accordance to the Local Government Code of 1991

QUALIFIED APPLICANTS are advised to hand in or **send through courier/email their application** to:

NATIVIDAD LUDWIG I. OPLE

City Gov't Department Head I

Bacoor Government Center Brgy Bayanan, Bacoor
Blvd, City of Bacoor, Cavite

<https://forms.gle/YVtTKmWs2MD9WdZo7>

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Republic of the Philippines
CGO BACOR, 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 CGO BACOR, CAVITE in the CSC website:

NATIVIDAD LUDWIG I. OPLE

HRMO

Date: September 13, 2024

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	City Government Department Head I*	1024	25	102,690	Bachelor's degree related to any of the following fields: public management, public administration, public safety, and/or public order Must have atleast a master's degree related to any of the following fields: public management, public administration, public safety and/or public order	5 years relevant experience in public management and supervising security and public safety	32 hours of training in management and supervision public safety	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Department of Public Safety

2	Administrative Officer V	1025; 1026; 1028; 1029; 1030; 1031; 1032; 1033	18	46,725	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Department of Public Safety
3	Administrative Officer IV	1034; 1035; 1036; 1037; 1038	15	36,619	Bachelor's degree relevant to the job	2 years of relevant experience	4 hours of relevant training	Career Service Professional/ Second Level Eligibility	n/a	City of Bacoor/Department of Public Safety

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