

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: November 3, 2023

No.	Position Title (Parentetical 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*	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	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	Assistant Traffic Operations Officer	545	8	19,744	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility	n/a	City of Bacoor/City Bacoor Traffic Management Department
7	Assistant Traffic Operations Officer	549	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 Bacoor Traffic Management Department
8	Traffic Aide I	551	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
9	Traffic Aide I	552	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
10	Traffic Aide I	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

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 November 18, 2023. 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. Application form link: <https://forms.gle/LUfLtUnj7uJ1E9wP6>

*Must be a resident of Bacoor, Cavite in accordance to 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/LUfLtUnj7uJ1E9wP6>

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.