

Republic of the Philippines  
**PGO CAMARINES NORTE**  
Request for Publication of Vacant Positions

**CIVIL SERVICE COMMISSION**  
Camarines Norte Field Office  
Electronic copy to be submitted to the CSC FO, must be in MS Excel format

Date: JUL 28 2023  
Time: \_\_\_\_\_  
Doc. No: \_\_\_\_\_

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PGO CAMARINES NORTE in the CSC website:

*Magda*  
**EVANGELINE S. JAVATE**  
**MAGDALENA B. TOLEDANA**  
PHRMOA

Date: July 28, 2023

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	Provincial Warden	1-01-001-0993	22-1	67,935.00	Bachelor's degree	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) / Second Level Eligibility	<p><b>Core Competencies:</b></p> <ul style="list-style-type: none"> <li><b>SOLVING PROBLEMS AND MAKING DECISIONS</b> <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i></li> <li><b>DELIVERING SERVICE EXCELLENCE</b> <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction.</i></li> <li><b>EXEMPLIFYING INTEGRITY</b> <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i></li> </ul> <p><b>LEADERSHIP COMPETENCIES:</b></p> <ul style="list-style-type: none"> <li><b>BUILDING COLLABORATIVE, INCLUSIVE WORKING RELATIONSHIPS</b> <i>Intermediate: Builds partnership and networks to deliver or enhance work outcomes.</i></li> <li><b>MANAGING PERFORMANCE AND COACHING FOR RESULTS</b> <i>Intermediate: Creates tools and/or applies new methods in correcting and improving below standard of non-compliant performance of individuals or groups, using knowledge and skills in coaching to enable them to self-initiate solutions for their growth and development.</i></li> <li><b>LEADING CHANGE</b> <i>Intermediate: Implements plans or activities related to a change initiative affecting one's functional area or expertise and motivates division members' commitment to accept the change.</i></li> <li><b>THINKING STRATEGICALLY AND CREATIVELY</b> <i>Intermediate: Creates or defines goals and initiatives based on how one can support, extend or align to the goals of one's department and functional area.</i></li> <li><b>CREATING AND NURTURING A HIGH PERFORMING ORGANIZATION</b> <i>Intermediate: Build a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.</i></li> </ul>	Governor's Office- Provincial Custodial and Security Services Division (GO-PCSSD)

2	Provincial Health Officer I	1-01-013-0990	25-1	102,690.00	Doctor of Medicine	None	5 years experience as medical practitioner	RA 1080 (Physician)	<p><b>Core Competencies:</b></p> <ul style="list-style-type: none"> <li>• <b>SOLVING PROBLEMS AND MAKING DECISIONS</b> <i>The ability to resolve deviations and exercise good judgment by using fact-based analysis and generating and selecting appropriate courses of action to produce positive results.</i></li> <li>• <b>DELIVERING SERVICE EXCELLENCE</b> <i>The ability to provide proactive, responsive, accessible, courteous and effective public service to attain the highest level of customer satisfaction .</i></li> <li>• <b>EXEMPLIFYING INTEGRITY</b> <i>The ability to exemplify high standards of professional behavior as public servants, adhering to ethical as well as moral principles, values and standards of public office.</i></li> </ul> <p><b>LEADERSHIP COMPETENCIES:</b></p> <ul style="list-style-type: none"> <li>• <b>BUILDING COLLABORATIVE, INCLUSIVE WORKING RELATIONSHIPS</b> <i>Intermediate: Builds partnership and networks to deliver or enhance work outcomes.</i></li> <li>• <b>MANAGING PERFORMANCE AND COACHING FOR RESULTS</b> <i>Intermediate: Creates tools and/or applies new methods in correcting and improving below standard of non-compliant performance of individuals or groups, using knowledge and skills in coaching to enable them to self-initiate solutions for their growth and development.</i></li> <li>• <b>LEADING CHANGE</b> <i>Intermediate: Implements plans or activities related to a change initiative affecting one's functional area or expertise and motivates division members' commitment to accept the change.</i></li> <li>• <b>THINKING STRATEGICALLY AND CREATIVELY</b> <i>Intermediate: Creates or defines goals and initiatives based on how one can support, extend or align to the goals of one's department and functional area.</i></li> <li>• <b>CREATING AND NURTURING A HIGH PERFORMING ORGANIZATION</b> <i>Intermediate: Build a shared sense of destiny among individuals with seemingly disparate views, concerns and aspirations; creates team cohesion and improves individual and team performance.</i></li> </ul>	Provincial Health Office (PHO)
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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 **August 12, 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 / **Authenticated Copy** of certificate of eligibility/rating/license; and
4. Photocopy / **Authenticated Copy** of Transcript of Records.

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

**PROVINCIAL HUMAN RESOURCE MANAGEMENT OFFICE**  
 Provincial Capitol Bldg., Brgy. III, Daet, Camarines Norte  
[phrmo.pgocamnorte@gmail.com](mailto:phrmo.pgocamnorte@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**