

Republic of the Philippines
DEPARTMENT OF EDUCATION
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 DEPARTMENT OF EDUCATION in the CSC website:


JANET B. BULA
HRMO

Date: SEPTEMBER 24, 2021

| 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 (Administrative Officer I I) | OSEC-DECSB-ADOF2-540049-2021 | 11 | 23,877.00 | Bachelor's Degree | None | None | Career Service (Professional) Second Level Eligibility | | Elementary Education |
| 2 | Administrative Officer II (Administrative Officer I) | OSEC-DECSB-ADOF2-540050-2021 | 11 | 23,877.00 | Bachelor's Degree | None | None | Career Service (Professional) Second Level Eligibility | | Elementary Education |
| 3 | Administrative Officer II (Administrative Officer I) | OSEC-DECSB-ADOF2-540051-2021 | 11 | 23,877.00 | Bachelor's Degree | None | None | Career Service (Professional) Second Level Eligibility | | Elementary Education |

The DepEd Borongan City Division encourages all interested and qualified applicants including persons with disability (PWD) and members of the indigenous communities irrespective of sexual orientation and gender identity to apply. 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 **October 4, 2021**.

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;
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:

CONIE ANN A. CHUA
Human Resource Management Officer II
San Fernando St. Brgy. G., Borongan City
borongancitydivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.