

Electronic copy to be submitted to the CSC PO  
must be in MS Excel format

Republic of the Philippines  
(Name of Agency)  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Name of Agency) in the CSC website:



**GENIS S. MURALLOS, CESO V**  
Schools Division Superintendent

Date: 7-Sep-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Teacher II SHS	641247-2017	12	22,149.00	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards Master's degree in relevant strand/subject	None required training	None required experience	For Permanent; RA 1080 (teacher), if not they must pass the LET w/in 5 years after the date of first hiring (Provisional appointments shall be effective not beyond the sch. Year, subject to reappointment); For Contractual and Practitioners (Part-Time) None required	

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 \_\_\_\_\_.

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 present position for one (1) year (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:

**GENIS S. MURALLOS, CESO V**  
Schools Division Superintendent  
Mantahan, Maasin City, So. Leyte  
[gen\\_mur@yahoo.com](mailto:gen_mur@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.