



Republic of the Philippines
DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF TACLOBAN CITY
Real St., Tacloban City



Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of **(DepEd-SDO TACLOBAN CITY)** in the CSC website:

MARIZA S. MAGAN, Ed.D.,CESO V

Schools Division Superintendent

Date: 10/22/2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Administrative Assistant III	OSEC-DECSB-ADAS3-540028-2017	09	17,975.00	Completion of two (2) years	4 hrs of relevnt training	1 yr of relevant experience	(1st level eligibility)	ELEM
2	Disbursing Officer II	OSEC-DECSB-DO2-540022-2007	08	16,758.00	studies in college	4 hrs of relevnt training	1 yr of relevant experience	CS Sub-Prof.	TNAS
3	TEACHER I	OSEC-DECSB-TCH1-540560-2012	11	20,754.00	BSED or it equivalent	None Required	None Required	RA1080	NTCNHS

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;
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:

MARIZA S. MAGAN, Ed.D.,CESO V

Schools Division Superintendent

DEPED, SDO-TACLOBAN CITY

(E-mail Address)



APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.