



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: December 16, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	QUALIFICATION STANDARD					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
2	SENIOR EDUCATION PROGRAM SPECIALIST	OSEC-DECSB-SREPS-540022-2014	19	46,791.00	Bachelors degree in Education or its equivalent and completion of academic requirements for Master's degree relevant to the job	8 hours of relevant training	2 years experience, research development implementation or other relevant experience	RA1080 (Teacher) CS Professional Appropriate Eligibility for 2nd level Position		SGOD

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 December 28, 2020.

- Letter of Intent (Citing the specific position applied for);
- Accomplished Personal Data Sheet;
- Photocopy of actual Performance Rating for the last 3 rating periods if there is any (Certification alone is not accepted);
- Updated Service Record and/ or;
- PRC License/ CSC Eligibility for non-teaching;
- Photocopy of Awards/ Citations of Outstanding Accomplishment;
- Photocopy of Transcript of Records;
- Photocopy of Certificates of Training attended-conducted for at least 3 days and not credited during the last promotions or acquired within 5 years period only and;
- Photocopy of the related supporting documents

*Note: One copy each only.

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

hrmotac@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

NOTE: Applicants regardless of gender, civil status, age, disability, ethnicity, religion, etc. are encouraged to apply.