

Republic of the Philippines  
DEPARTMENT OF EDUCATION - DIVISION OF BILIRAN  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of DEPARTMENT OF EDUCATION DIVISION OF BILIRAN in the CSC website:

LERMAFLOR G. NAPOLES  
HRMO

Date: May 21, 2021

No	Position Title (Parenthetical Title if Applicable)	Plantilla Item No.	Salary/ Job/Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
1	Administrative Aide III (Utility Worker II)	OSEC-DECSB-ADA3-540077-2004	3	13,572.00	<b>Must be able to read and write</b>	None Required	None Required	None Required (MC 11 s.1996)		Secondary
2	Administrative Aide III (Utility Worker II)	OSEC-DECSB-ADA3-540074-2004	3	13,572.00	<b>Must be able to read and write</b>	None Required	None Required	None Required (MC 11 s.1996)		Secondary
3	Administrative Aide III (Utility Worker II)	OSEC-DECSB-ADA3-540071-2004	3	13,572.00	<b>Must be able to read and write</b>	None Required	None Required	None Required (MC 11 s.1996)		Secondary
4	Administrative Aide III (Utility Worker II)	OSEC-DECSB-ADA3-540075-2004	3	13,572.00	<b>Must be able to read and write</b>	None Required	None Required	None Required (MC 11 s.1996)		Secondary

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 May 25,2021.

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](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:

\_\_\_\_\_  
JUDELLA R. LUMPAS EdD, CESO VI  
\_\_\_\_\_  
OIC-Schools Division Superintendent  
\_\_\_\_\_  
DepEd Biliran, Larrazabal, Naval, Biliran  
\_\_\_\_\_  
[biliran@deped.gov.ph](mailto:biliran@deped.gov.ph)  
\_\_\_\_\_