

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:


CONIE ANN A. CHUA
HRMO

Date: JANUARY 10, 2022

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)	OSEC-DECSB- ADOF2-540049- 2021	11	25,439.00	Bachelor's Degree relevant to the job	None	None	Career Service (Professional) Second Level Eligibility		Elementary Education
2	Administrative Officer II (Administrative Officer I)	OSEC-DECSB- ADOF2-540050- 2021	11	25,439.00	Bachelor's Degree relevant to the job	None	None	Career Service (Professional) Second Level Eligibility		Elementary Education
3	Administrative Officer II (Administrative Officer I)	OSEC-DECSB- ADOF2-540051- 2021	11	25,439.00	Bachelor's Degree relevant to the job	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 indigenious 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 **January 20, 2022**.

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 for the last three (3) rating periods (if applicable);
3. Authenticated copy of Certificate of Eligibility/rating/licence.
4. Authenticated copy of Transcript of Records
5. Copy of Service Record/Certificate of Employment/Special Order of Assignment.
6. Copy of Certificate of relevant trainings (if applicable)
7. Proof of Outstanding accomplishment (if applicable)

CONIE ANN A. CHUA

Human Resource Management Officer II

San Fernando St. Brgy. G., Borongan City

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.