

Republic of the Philippines  
Department of Education  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Eastern Samar National Comprehensive High School) in the CSC website:

CONIE ANN A. CHUA  
HRMO II

Date: June 4, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
35	Administrative Aide I		1	6,600.00	Able to read and write	None required	None required	None required		ESNCHS
	(Plantillas Casual)									

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:

BERNARDO A. ADINA, CESO VI  
Schools Division Superintendent  
San Fernando St., Brgy. G. Borongan City  
[borongancitydivision@yahoo.com](mailto:borongancitydivision@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**