



Republic of the Philippines
Department of Education
REGION VIII – EASTERN VISAYAS
SCHOOLS DIVISION OF CATBALOGAN CITY

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 DepEd, Division of Catbalogan City in the CSC website:


ARIES C. COMEQUE
HRMO II

Date: March 31, 2021

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 (HRMO I)	OSEC-DECSB-ADOF2-540165-2020, OSEC-DECSB-ADOF2-540166-2020, OSEC-DECSB-ADOF2-540167-2020 , OSEC-DECSB-ADOF2-540168-2020 , OSEC-DECSB-ADOF2-540169-2020 , OSEC-DECSB-ADOF2-540170-2020 , OSEC-DECSB-ADOF2-540171-2020, OSEC-DECSB-ADOF2-540172-2020, OSEC-DECSB-ADOF2-540173-2020	SG-11	Php23,877	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility		<i>Division of Catbalogan City</i>

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 **April 10, 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;
2. Performance rating **in the last rating period** (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:

ARIES C. COMEQUE
HRMO II
DepEd, Division of Catbalogan City
depedcatbalogancitydivision15@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.