



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

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

Office of the Schools Division Superintendent

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: August 5, 2020

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	Public Schools District Supervisor	OSEC-DECSB-PSDS-540030-2014	SG-22	Php66,867	Bachelor's degree in Elementary Education (BEED) or its equivalent	8 hours of relevant training	2 years of relevant experience	PBET/Teacher RA 1080.		Division of Catbalogan City
2	Administrative Officer II	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	Php22,316	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional)/ Second Level Eligibility		Division of Catbalogan City
3	Teacher I (Secondary)	OSEC-DECSB-TCH1-540575-2014	SG-11	Php22,316	Bachelor's degree in secondary education or Bachelor's degree with at least 18 professional units in education with appropriate major	None Required	None Required	PBET/Teacher RA 1080.		Division of Catbalogan City

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 August 15, 2020.

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.