Republic of the Philippines DEPARTMENT OF EDUCATION DIVISION OF EASTERN SAMAR 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 DepEd, Eastern Samar Division in the CSC website:

Date: <u>08/05/2021</u>

		Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
N	Position Title o. (Parenthetical Title, if applicable)				Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
,	l Head Teacher I	OSEC-DECSB- HTEACH1-540017- 2004	14	30,799.00	Bachelor of Elementary Education (BEEd) or bachelor's degree plus 18 professional units in Education	TIC for 1 year or Teacher for 3 years	16 hours of relevant training	RA 1080		ELEMENTARY EDUCATION
2	Administrative Assistant III 2 (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540226-2017	9	19,552.00	Completion of two (2) years studies in college	1 year relevant experience	4 hours relevant	Career Service (Sub-professional) First Level Eligibility		SCHOOLS DIVISION OFFICE
(Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540061-2014	9	19,552.00	Completion of two (2) years studies in college	1 year relevant experience	4 hours relevant	Career Service (Sub-professional) First Level Eligibility		QUINAPONDAN NHS
4	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB- ADAS3-540101-2014	9	19,552.00	Completion of two (2) years studies in college	1 year relevant experience	4 hours relevant	Career Service (Sub-professional) First Level Eligibility		ELEMENTARY EDUCATION

						1 year		Career Service (Sub-professional)	
	Administrative Assistant III	OSEC-DECSB-	0	10 552 00	Completion of two (2)	relevant	4 hours	First Level	ELEMENTARY
5	(Senior Bookkeeper)	ADAS3-540233-2017	9	19,552.00	years studies in college	experience	relevant	Eligibility Career Service	EDUCATION
						1 year		(Sub-professional)	
	Administrative Assistant III	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	ELEMENTARY
6	(Senior Bookkeeper)	ADAS3-540092-2014	9	19,552.00		experience	relevant	Eligibility	EDUCATION
								Career Service	
7						1 year		(Sub-professional)	
	Administrative Assistant III	OSEC-DECSB-		40.550.00	Completion of two (2)	relevant	4 hours	First Level	ELEMENTARY
	(Senior Bookkeeper)	ADAS3-540089-2014	9	19,552.00	years studies in college	experience	relevant	Eligibility Career Service	EDUCATION
						1 year		(Sub-professional)	
	Administrative Assistant III	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	ELEMENTARY
8	(Senior Bookkeeper)	ADAS3-540236-2017	9	19,552.00	years studies in college	experience	relevant	Eligibility	EDUCATION
				,				Career Service	
						1 year		(Sub-professional)	SCHOOLS
	Administrative Assistant III	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	DIVISION
9	(Computer Operator II)	ADAS3-540048-2018	9	19,552.00	years studies in college	experience	relevant	Eligibility	OFFICE
						4		Career Service	00110010
10	Administrative Assistant III	OSEC-DECSB-			Completion of two (2)	1 year	4 hours	(Sub-professional) First Level	SCHOOLS DIVISION
	(Computer Operator II)	ADAS3-540047-2018	9	19,552.00	. ,	relevant experience	relevant	Eligibility	OFFICE
		ADA00-040047-2010	9	19,552.00	years studies in college	ехрепенсе	Televant	Career Service	OTTIOL
						1 year		(Sub-professional)	
	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	
11	(Disbursing Officer II)	ADAS2-540037-2018	8	18,255.00	years studies in college	experience	relevant	Eligibility	TAFT NHS
								Career Service	
		0050 05000				1 year		(Sub-professional)	
40	Administrative Assistant II	OSEC-DECSB-	0	40.055.00	Completion of two (2)	relevant	4 hours	First Level	GUIUAN NHS
12	(Disbursing Officer II)	ADAS2-540029-2018	8	18,255.00	years studies in college	experience	relevant	Eligibility Career Service	GUIUAN NAS
						1 year		(Sub-professional)	
13	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	QUINAPONDAN
	(Disbursing Officer II)	ADAS2-540066-2014	8	18,255.00	• • • • • • • • • • • • • • • • • • • •	experience	relevant	Eligibility	NHS
				,		•		Career Service	
						1 year		(Sub-professional)	
	Administrative Assistant II	OSEC-DECSB-		40.05-5-	Completion of two (2)	relevant	4 hours	First Level	0
14	(Disbursing Officer II)	ADAS2-540065-2014	8	18,255.00	years studies in college	experience	relevant	Eligibility	SAMAR NPOSA
	Administrative Assistant II	OSEC DECSB			Completion of two (2)	1 year	4 hours	Coroor Somioo	MEDCEDES
15	Administrative Assistant II (Disbursing Officer II)	OSEC-DECSB- ADAS2-540067-2014	8	18,255.00	Completion of two (2) years studies in college	relevant experience	4 hours relevant	Career Service (Sub-professional)	MERCEDES NHS
10	(Dispuising Officer II)	ADA32-340001-2014	0	10,233.00	years studies in college	Exherience	Tielevalit	(Sub-professional)	INITO

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								First Level	
								Eligibility	
								Career Service	
16						1 year		(Sub-professional)	
10	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	
	(Disbursing Officer II)	ADAS2-540069-2014	8	18,255.00	years studies in college	experience	relevant	Eligibility	HINOLASO NHS
								Career Service	
						1 year		(Sub-professional)	
	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	
17	(Disbursing Officer II)	ADAS2-540116-2004	8	18,255.00	years studies in college	experience	relevant	Eligibility	LAWAAN NSCHI
								Career Service	
						1 year		(Sub-professional)	
	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	SENIOR HIGH
18	(Clerk IV)	ADAS2-540219-2016	8	18,255.00	years studies in college	experience	relevant	Eligibility	SCHOOL
								Career Service	
19						1 year		(Sub-professional)	
19	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	SENIOR HIGH
	(Clerk IV)	ADAS2-540235-2016	8	18,255.00	years studies in college	experience	relevant	Eligibility	SCHOOL
								Career Service	
						1 year		(Sub-professional)	
	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	SENIOR HIGH
20	(Clerk IV)	ADAS2-540238-2016	8	18,255.00	years studies in college	experience	relevant	Eligibility	SCHOOL
								Career Service	
						1 year		(Sub-professional)	
	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	SENIOR HIGH
21	(Clerk IV)	ADAS2-540248-2016	8	18,255.00	years studies in college	experience	relevant	Eligibility	SCHOOL
								Career Service	
22						1 year		(Sub-professional)	
22	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	SENIOR HIGH
	(Clerk IV)	ADAS2-540249-2016	8	18,255.00	years studies in college	experience	relevant	Eligibility	SCHOOL
								Career Service	
						1 year		(Sub-professional)	
	Administrative Assistant II	OSEC-DECSB-			Completion of two (2)	relevant	4 hours	First Level	SENIOR HIGH
23	(Clerk IV)	ADAS2-540228-2016	8	18,255.00	years studies in college	experience	relevant	Eligibility	SCHOOL

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 13, 2021.

- 1. Fully accomplished Pesonal 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:

<u>H</u>	JOHN D. ALIDON	0
Н	HRMO-II	0
Н	Capitol Site, Borongan City	О
Н	iohn.alidon@deped.gov.ph	C

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.