



Republic of the Philippines  
**Department of Education**  
Region VIII (Eastern Visayas)  
**DIVISION OF LEYTE**

Government Center, Candahug, Palo, Leyte



**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 Division of Leyte in the CSC website:

  
**JOSE MARIANO E. BARRIL, JR.**

HRMO

Date: June 17, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
	<b>Teacher 2 (Elementary)</b>									
		540135 2015	12	22,938.00	BEED or its equivalent	none	1 yr.relevant exp.	PBET/LET		Division of Leyte
	<b>Teacher 1 (Elementary)</b>									
		563881 1998	11	20,754.00	BEED or its equivalent	none	none	PBET/LET		Division of Leyte
		540102 2016	11	20,754.00	BEED or its equivalent	none	none	PBET/LET		Division of Leyte
	<b>Administrative Assistant II (Disbursing Officer-II)</b>									
		540080 2017	08	16,282.00	Completion of 2 yrs. studies in college	1 yr relevant exp.	4 hrs training	Prof/Sub		Division of Leyte

CS Form No. 9  
Series of 2018



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**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:

\_\_\_\_\_  
(Head of Office/Agency)  
\_\_\_\_\_  
(Position Title)  
\_\_\_\_\_  
(Complete Office Address)  
\_\_\_\_\_  
(E-mail Address)

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

**“LEAD to GO, LOVE to GROW, LIVE to GLOW”**