



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 BARRIL, JR.
HRMO

Date: **June 13, 2019**

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
	Teacher 1 (Secondary)									
		543803 2018	11	20,754.00	BSED or its equivalent	none	none	PBET/LET		Concepcion NHS
		543789 2018	11	20,754.00	BSED or its equivalent	none	none	PBET/LET		Bato NHS
		542105 2015	11	20,754.00	BSED or its equivalent	none	none	PBET/LET		Javier NHS
	Teacher 2 (Senior High School)									
		540457 2017	12	22,938.00	Bachelor's degree plus	1 yr.relevant exp.	none	PBET/LET		Division of Leyte
					at least 6 units towards					
					a Masters degree in					
					relevant strand/subject					
	Teacher 3 (Secondary)									
		545775 1998	13	25,232.00	BSED or its equivalent	2 yrs.relevant exp.	none	PBET/LET		Burauen Comprehensive NHS
	Master Teacher 1 (Secondary)									
		542987 1998	18	40,637.00	BSED or its equivalent	2 yrs.relevant exp.	4 hrs. relevant	PBET/LET		Burauen Comprehensive NHS
							training			



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Administrative Assistant II (Senior High School)									
		540087 2016	08	16,758.00	Completion of 2 yrs.	1 yr relevant exp.	4 hrs training	Prof/Sub. Prof	Division of Leyte
			08	16,758.00	studies in college	1 yr relevant exp.	4 hrs training	Prof/Sub. Prof	

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;
- 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”

