

Republic of the Philippines
(Name of Agency)
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 Ormoc City Division in the CSC website:

MAHALIA M. LAURON
HRMO

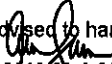
Date: March 4, 2019

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	ENGINEER III	OSEC-DECSB-ENG3-540013-2014	19	42,099.00	Bachelor's degree in Engineering relevant to the job	8 hrs of relevant training	2 yrs of relevant experience	RA 1080		SDO
*****NOTHING FOLLOWS *****										

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 March 14, 2019.

1. Personal Data Sheet (CS Form 212, Revised 2017)
2. Copy of PRC Board Ratings and ID or CSC Eligibility (for non-teaching positions)
3. Performance Rating for the last 3 rating periods
4. Updated Service Record
6. Copy of designation in a form of Special Order/Memo, if any
7. Certificate of Participation, Completion, trainings, Seminar-Workshop earned within 5 years or date of last promotion
8. Certificate of Recognition, Appreciation, Awards earned within 5 years or date of last promotion whichever is later
9. Copy of approved research, if any
10. Copy of related articles, books published in wide circulation, if any

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:


MAHALIA M. LAURON
Administrative Officer IV - Personnel
Brgy. Punta, Ormoc City
deped.ormoc.hrmu@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.