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

## Republic of the Philippines (DEPED SAMAR DIVISION)

## 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 Samar Division)\_ in the CSC website:

LEAH L. ERAYA

HRMO

Date:

February 6, 2019

	Position Title		Salary/ Job/ Pay Grade	Monthly Salary						
No.	(Parenthetical Title, if applicable)	Plantilla Item No.			Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administrative Officer V	OSEC-DECSB-ADOF5-540264-2014	18	40,637.00	Bachelor's degree relevant to the job	8 hours relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		Division of Samar
2	Teacher II	OSEC-DECSB-TCH2-547100-1998	12	22,938.00	Bachelor of Secondary Education (BSED); or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	1 year of relevant experience	RA 1080 (Teacher)		Pagsanghan NHS
3	Teacher I	OSEC-DECSB-TCH1-541006-2011	11		Bachelor of Secondary Education (BSED); or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	RA 1080 (Teacher)		Pagsanghan NHS

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 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:

LEAH L. ERAYA	
Administrative Officer IV (HRMO)	
Arteche Blvd. Brgy. 7, Catbalogan City, 6700, Philippine	s

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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N	(Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade	Monthly Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
	Administrative Officer IV	OSEC-DECSB-ADOF4-540094-2004 OSEC-DECSB-ADOF4-540268-2014 OSEC-DECSB-ADOF4-540267-2014	15	30,531.00	Bachelor's degree relevant to the job	4 hours relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		VCYMAS Division of Samar Division of Samar

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 \_\_\_\_\_

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Administrative Officer IV (HRMO)

Arteche Blvd. Brgy. 7, Catbalogan City, 6700, Philippines

hrmodepedsamar@yahoo.com

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