




Republic of the Philippines
(DEPED SAMAR DIVISION)
Request for Publication of Vacant Positions



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

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: September 15, 2020

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	Teacher I	OSEC-DECSB-TCH1-540892-2011 OSEC-DECSB-TCH1-541010-2011	11	22,316.00	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)		Matuguinao NHS Wright NHS
2	Administrative Assistant II (Clerk IV)	OSEC-DECSB-ADAS2-540098-2004 OSEC-DECSB-ADAS2-540076-2018	8	16,758.00	Completion of two years in college	4 hours of relevant training	1 year relevant experience	Career Service (Sub-professional) First Level Eligibility		Tarangnan 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, Philippines
hrmodepedsamar@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.