

Republic of the Philippines
(Name of Agency)
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Name of Agency) in the CSC website:


MARIA FELMAR G. OLOR

Administrative Officer IV/Personnel

Date: Oct. 29, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Teacher III (Elem.)	540069-2013	13	290,688.00	Bachelors of Elementary Education or Bachelor's degree plus 18 professional units in Education.	None required	2 years of relevant experience	PBET, Teacher		
2	Teacher III (Sec.)	540895-2014	13	290,688.00	Bachelor's degree in education or its equivalent with a major and minor, or Bachelor's degree in Arts and Sciences with at least eighteen (18) units in professional education	None required	2 years of relevant experience	PBET, Teacher/RA 1080		

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 11/13/18.

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:

GENIS S. MURALLOS, Ed.D., CESO V
Schools Division Superintendent
Mantahan, Maasin City, Southern Leyte
(E-mail Address)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.