

Republic of the Philippines DEPARTMENT OF EDUCATION <u>SCHOOLS DIVISION OF TACLOBAN CITY</u> Real St., Tacloban City



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

## **Request for Publication of Vacant Positions**

## To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (DepEd-SDO TACLOBAN CITY) in the CSC website:

							THELMA C. QUITALIG, Ph.D., CESO V			_
					Schools Division Superintendent					
	•						Date:	June 28, 2019		
No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of
					Education	Training	Experience	Eligibility	Competency (if applicable)	Assignment
1	SR. EDUCATION PROG.	OSEC-DECSB-SREPS-540021-2014	19	42,099.00	Bachelor's degree in Education or its	8 hours of relevant training	2 years experience in	RA 1080		SGOD
	SPECIALIST (Planning &				equivalent and completion of academic		education, research,	Career Service (Profess	ional)	
	Research)				equirements for master's degree relevant to		development, implementation	Appropriate Eligibility (	or Second Lev	3
					the job		or other relevant experience	Position		
2	ADMINISTRATIVE OFFICER	OSEC-DECSB-ADOF4-540279-2014	15	30,531.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professio	nal)	OSDS
	IV (Records)							Second Level Eligibility		<u> </u>

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 \_\_\_\_\_\_

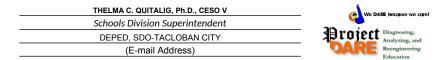
1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;

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:



APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.