Republic of the Philippines
DEPARTMENT OF EDUCATION
SCHOOLS DIVISION OF TACLOBAN CITY
**Real St., Tacloban City**

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 Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	SR. EDUCATION PROG. SPECIALIST (Planning & Research)	OSEC-DECSB-SREPS-540021-2014	19	42,099.00	Bachelor's degree in Education or its equivalent and completion of academic requirements for master's degree relevant to the job	8 hours of relevant training	2 years experience in education, research, development, implementation or other relevant experience	RA 1080 Career Service (Professional) Appropriate Eligibility for Second Level Position		SGOD
2	ADMINISTRATIVE OFFICER IV (Records)	OSEC-DECSB-ADOF4-540279-2014	15	30,531.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		OSDS

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:

THELMA C. QUITALIG, Ph.D., CESO V
Schools Division Superintendent
DEPED, SDO-TACLOBAN CITY
(E-mail Address)

We DARE because we care!
Project DARE Diagnosing, Analyzing, and Reengineering Education

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.