



Republic of the Philippines  
Department of Education  
Region VIII (Eastern Visayas)  
Division of Leyte

**LEYTE AGRO-INDUSTRIAL SCHOOL**  
Leyte, Leyte



October 05, 2018

The Director  
Civil Service Commission  
Leyte Field Office  
Tacloban City, Leyte

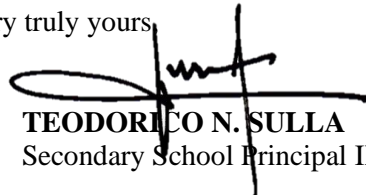
Sir:

I have the honor to request for publication of vacant position of Leyte Agro-Industrial School Leyte, Leyte, Division of Leyte in the CSC Bulletin of Vacant Positions in the Government.

| Position Title            | Item No.                                | Salary Grade | Qualification   |            |          |                        |
|---------------------------|---|--------------|-----------------|------------|----------|------------------------|
|                           |   |              | Education       | Experience | Training | Eligibility            |
| 1. Farm Worker I          | OSEC-DECSB<br>FAWK – 1<br>540052 - 1998 | SG 02        | HS Graduate     | NONE       | NONE     | NONE                   |
| 2. Security Guard I       | OSEC-DECSB<br>SECG – 1<br>540002 - 2002 | SG 03        | HS Graduate     | NONE       | NONE     | Security Guard License |
| 3. Security Guard I       | OSEC-DECSB<br>SECG – 1<br>540185 - 1998 | SG 03        | HS Graduate     | NONE       | NONE     | Security Guard License |
| 4. Security Guard I       | OSEC-DECSB<br>SECG – 1<br>540187 - 1998 | SG 03        | HS Graduate     | NONE       | NONE     | Security Guard License |
| 5. Administrative Aid III | OSEC-DECSB<br>ADA3-<br>540134 - 2004    | SG 03        | 2yrs in College | NONE       | NONE     | CS (Sub-Professional)  |
| 6. Administrative Aid III | OSEC-DECSB<br>ADA 3<br>540135 - 2004    | SG 03        | 2yrs in College | NONE       | NONE     | CS (Sub-Professional)  |

Please acknowledge receipt hereof.

Very truly yours,

  
**TEODORICO N. SULLA**  
Secondary School Principal II

Copy Furnished:

- HRMO, Division Office



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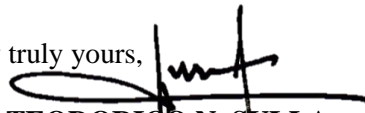
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|--------------------------------|--------------------------------|--------------|--|---------------------------------|----------------------------|--|
|                                |                                |              | Education  | Experience                      | Training                   | Eligibility  |
| 1. Administrative Aid III      | OSEC-DECSB ADA3 540136 -2004   | SG 03        | 2yrs in College  | NONE                            | NONE                       | CS (Sub-Professional)  |
| 2. Administrative Aid IV       | OSEC-DECSB ADA4 540124 -2004   | SG 04        | 2yrs in College  | NONE                            | NONE                       | CS (Sub-Professional)  |
| 3. Administrative Aid IV       | OSEC-DECSB ADA4 540125 -2004   | SG 04        | 2yrs in College  | NONE                            | NONE                       | CS (Sub-Professional)  |
| 4. Administrative Assistant II | OSEC-DECSB ADA2 540055-2014    | SG 08        | 2yrs in College  | One year of relevant experience | 4hrs of relevance training | CS (Sub-Professional)  |
| 5. Guidance Counselor III      | OSEC-DECSB GUIDC3 540033 -1998 | SG12         | BS Psychology/ Behavior Science or relevant degree in Education Supplemented by 9 Units in Guidance and Counseling | 2yrs of relevant experience     | 4hrs of relevance training | RA 1080 (Registered Guidance Counselor)                                    |
| 6. Guidance Coordinator III    | OSEC-DECSB GCOOR3 540001-2002  | SG15         | BS Psychology/ Behavior Science or relevant degree in Education Supplemental by 9 Units in Guidance and Counseling | 2yrs of relevant experience     | 8hrs of relevant training  | RA 1080 (Registered Guidance Counselor)<br><br>Career Service Professional |

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