

Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
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 DEPARTMENT OF EDUCATION in the CSC website:

*Sherilyn Puyao*  
**SHERYL R. PUYO**  
HRMO

Date: 6/10/2019

No. (Parentetical Title, if applicable)	Position Title	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	EDUCATION PROGRAM SUPERVISOR	OSEC-DECSB-EPSVR- 1020045-2010	22	65319	Master's Degree in Education or other relevant Master's Degree with specific area of specialization	8 hours of relevant training	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher	RA 1080 (Teacher)		DepEd Caraga Regional Office
2	CHIEF ADMINISTRATIVE OFFICER	OSEC-DECSB-CADOF- 1020001-2005	24	83406	Master's degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention undertaken within the last 5 years	4 years of Supervisory/ Management Experience	Career Service (Professional) /Second Level Eligibility		DepEd Caraga Regional Office

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 July 5, 2019.

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](http://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:

**FRANCIS CESAR B. BRINGAS**  
OIC, Regional Director  
J. Rosales Ave., Butuan City  
[caraga.personnel@deped.gov.ph](mailto:caraga.personnel@deped.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.