

Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions

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:


SHERYL R. PUYO
HRMO

Date: 6/8/2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE OFFICER IV (Administrative Officer II)	OSEC-DECSB-ADOF4-1020022-2014	15	33575	Bachelor's Degree	4 hours of relevant training	1 year of relevant 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 June 25, 2021.

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 last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; certificates of trainings, recognition, commendations, (if any) and
4. Photocopy of Transcript of Records with CAV.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

EVELYN R. FETALVERO, CESO IV

Director IV, Regional Director

J. Rosales Ave., Butuan City

caraga_personnel@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.