*CS Form No. 9*
*Revised 2018*

*Electronic copy to be submitted to the OSC FO (must be in MS Excel format*

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:

**MARICHELLE B. LLAVE**
Administrative Officer IV

Date: May 26, 2021

RECEIVED
MAY 26 2021
3:50 pm
CATANDUANES FIELD

| 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 | TEACHER II | OSEC-DECSB-TCH2-390090-2011 | 12 | 26,052.00 | BACHELOR OF ELEMENTARY EDUCATION; OR BACHELOR'S DEGREE PLUS 18 PROFESSIONAL EDUCATION UNITS | NONE REQUIRED | 1 YEAR RELEVANT EXPERIENCE | RA1080 (TEACHER) | | DIVISION OF CATANDUANES (ELEMENTARY) |

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 5, 2021.

1. Letter of Intent
2. 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;
3. Performance rating for the last 3 years signed by the immediate head;
4. Updated Service Record;
5. Last approved appointment;
6. Photocopy of certificate of eligibility/rating/license;
7. Photocopy of Transcript of Records.
8. Certificate of Relevant trainings/seminars attended; and
9. Other document relevant to the position applied for.
10. For more details, please contact 09291383325

This agency upholds Equal Employment Opportunity Principle: "that this shall be no discrimination in selection of employees on account of age, school, gender, civil status, disability, religion, ethnicity, social status, income class , paternity and filiation, political affiliation or other similar factors/personal cirumstances which run counter to the principles of merit, fitness for the job and equal opportunity. "

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

**SUSAN S. COLLANO**
Assistant Schools Division Superintendent
OIC - Office of the Schools Division Superintendent
DepEd - SDO Catanduanes, San Roque, Virac, Catanduanes
personnelsection.ctd@deped.gov.ph

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

RECEIVED
MAY 27 2021