


Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION IV-A CALABARZON
Gate 2 Karangalan Village
1900 Cainta, Rizal

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant position of the Department of Education, Region IV-A CALABARZON in the CSC website:


Diosdado M. San Antonio
Director IV
July 23, 2018

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	Chief Education Supervisor	OSEC-DECSB-CES-240004-1998	24	Php73,299.00	Master's Degree in Education or other relevant Master's degree	24 hours training in manage- ment and super- vision	4 years relevant experience in management and supervision	R.A. 1080 (Teacher)	Computer literate especially in MS word, excel, power point, and google sheet	Curriculum and Learning Management Division (CLMD)	
1	Administrative Officer I	OSEC-DECSB-ADOF1-270004-2015	10	Php18,718.00	Bachelor's degree	1 year relevant experience	4 hours of relevant training	Career Service Professional (Second Level Eligibility)	Computer literate especially in MS word, excel, power point, and google sheet	Administrative Division (AD)	
1	Administrative Assistant I	OSEC-DECSB-ADAS1-270002-2015	7	Php15,254.00	At least Two year college level	No required training	No required experience	Career Service Sub-Professional (First Level Eligibility)	Computer literate especially in MS word, excel, power point, and google sheet	Administrative Division (AD)	

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:


Diosdado M. San Antonio
Director IV
DepEd RO IV-A CALABARZON, Gate 2 Karangalan Village, 1900 Cainta, Rizal
region4a@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CSCFO-RIZAL

RECEIVED

By/Date: **JUN 26 2018**

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