



Republic of the Philippines
Department of Education - Division of Cavite Province
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)

This is to request the publication of the following vacant positions of Governor Ferrer Memorial National High School - Main in the CSC website:

for Cheryl
CHERRYLOU D. DE MESA
Schools Division Superintendent

Date: June 26, 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	ADMINISTRATIVE AIDE I	OSEC-DECSB-ADA1-270402-2004 ✓	1	10,510.00	At least High School graduate	None required	None required	None required	N/A	Governor Ferrer Memorial National High School - Main
2	TEACHER III	OSEC-DECSB-TCH3-270054-2013 ✓ OSEC-DECSB-TCH3-270269-2015 ✓	13	24,224.00	Bachelor of Secondary Education, or Bachelor's Degree plus 18 professional education units	None required	2 years relevant experience	PBET/LET/RA 1080	N/A	Governor Ferrer Memorial National High School - Main

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 10, 2018**.

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.
5. Please see attached School Memorandum No. **002** for additional requirements

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

PRUDENCIO M. ANIMAS
Principal IV
Pinagtipunan, City of General Trias, Cavite
gfmnhs_1980@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.