

Electronic copy  
to be submitted  
to the CSC FO

Department of Education  
Region IV-A (CALABARZON)  
DIVISION OF CAVITE CITY  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of DepEd Cavite City in the CSC website:

  
LOURDES A. ADAM

Administrative Officer I/HRMO

Date: July 17, 2018

| No. | Position Title                      | Plantilla Item No.              | Salary/Job/Pay Grade | Annual Salary | Qualification Standards  |                              |   | Eligibility  | Competency (if applicable) | Place of Assignment |
|-----|-------------------------------------|---------------------------------|----------------------|---------------|--|------------------------------|---|--|----------------------------|---------------------|
|     |                                     |                                 |                      |               | Education  | Training                     | Experience  |  |                            |                     |
| 1   | Senior Education Program Specialist | OSEC-DECSB<br>SREPS-270017-2015 | 19                   | 505,188.00    | Bachelor's degree in Education or its equivalent and completion of academic requirements for master's degree relevant to the job | 8 hours of relevant training | 2 years experience in education, research, development, implementation or other relevant experience | RA 1080<br>Career Service<br>(Professional)<br>Appropriate Eligibility<br>for Second Level |                            | SGOD                |

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](http://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:

**CELEDONIO B. BALDERAS, JR.**

OIC-Schools Division Superintendent

DepEd Office - Cavite City, Garcia corner Chief E. Marlin Sta. Cardia, Cavite

[cavite.city@deped.gov.ph](mailto:cavite.city@deped.gov.ph)

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