

Electronic copy to be submitted to the CSC FO must be in MS Excel format

Department of Education  
Region IV-A (CALABARZON)  
DIVISION OF CAVITE CITY  
City of Cavite  
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:

*John Adam*  
LEURDES A. ADAM

Administrative Officer IV/HRMO

Date: July 3, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Special Education Teacher I	OSEC-DECSB-SPET1-270764-2010	14	317,928.00	Bachelor degree in Education with specialization in Special Education	None required	None required	Teacher; PBET/LET		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

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

SDO Cavite City, Garcia corner Chief E. Martin Sta. Caridad, Cavite City

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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.