

Republic of the Philippines
Department of Education
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

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

RUTH L. FUENTES, CESO V

(Head of Agency)

Date: 5-Jul-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
2	Administrative Aide IV	Security Guard I - Casual	4	152,088.00	High School Graduate	none required	none required	Security Guard License (MC11,s.1996-Cat.IV)		Bacoor National High School
2	Administrative Aide IV	Driver II	4	152,088.00	Elementary School graduate	none required	none required	Professional Drivers license (MC 11s.1996-CAT IV)		Bacoor National High School
3	Administrative Aide IV	CLERK II - Casual	4	152,088.00	Completion of two years studies in college of high school graduate with relevant vocational/trade course	none required	none required			Bacoor National High School

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 16, 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.

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

RUTH L. FUENTES, CESO V

Schools Division Superintendent

DepEd Bldg. Bacoor Govt. Center

Bacoor Blvd. Bayanan Bacoor City 4102

bacoor.city@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.