


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 Quezon in the CSC website:

  
**WENNIE O. GAELA**

Administrative Officer IV/HRMO 

Date: 10-Jul-18

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
1	Spet II	SPET2-270001 -2017	15	29,010.00	Bachelor's degree in Education with specialization in Special Education SPED units or completed academic requirement	None required	1 year experience	PBET/LET	Sariaya East District

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 TO

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

**MERTHEL M. EVARDOME**  
SCHOOLS DIVISION SUPERINTENDENT  
BRGY. TALIPAN PAGBILAO, QUEZON  
[depedquezonhr00@gmail.com](mailto:depedquezonhr00@gmail.com)

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