

**Republic of the Philippines**  
**Department of Education**  
**Division of Quezon**  
**Request of Publication of Vacant Positions**

**To: CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of Alabat Island National High School, Alabat, Quezon in the CSC website:

**GREGORIO I. RACELIS**

(Head of Agency)

Date: May 29, 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	Teacher II	OSEC-DECSB-TCH2-240178-1999	SG-12	265,788.00	Bachelor's degree in Education or any Bachelor's degree +18 Prof Ed. Units in Educ.	None required	at least 3 years teaching experience	LET/PBET	None	AINHS, Alabat, Quezon
2	Admin. Officer I	OSEC-DECSB-ADOFI-270253-2004	SG-10	224,616.00	Bachelor's degree relevant to the job	None required	None required	CSC-Professional	None required	AINHS, Alabat, Quezon

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:

**GREGORIO I. RACELIS**

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School Principal IV

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Alabat island National High School  
[sdo.quezon.ainhs.alabat@gmail.com](mailto:sdo.quezon.ainhs.alabat@gmail.com)

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