

Republic of the Philippines
Department of Education
City Schools Division of Dasmariñas
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of City Schools Division of Dasmariñas in the CSC website:

MANUELA S. TOLENTINO, Ed.D
OIC, Office of the Schools Division Superintendent
Date: December 19, 2017

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Senior Education Program Specialist	OSEC-DECSB-SREPS-270035-2015	19	39,151.00	Bachelor's degree in Education or its equivalent and completion of academic requirements for master's degree relevant to the job	8 hours	2 years experience in education, research, development, implementation or other relevant experience	RA 1080 Career Service (Professional) Appropriate for Second Level Position		City Schools Division Office-SGOD (Social Mobilization and Networking Unit)

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 **December 27, 2017**.

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:

Manuela S. Tolentino, Ed.D
OIC, Office of the Schools Division Superintendent
Personnel Unit - 1st Floor CSDO Bldg, DASC Compound Buro II, Dasmariñas City, Cavite
jobs.dasmacity@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.