

DATE

Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF EDUCATION in the CSC website:

No.	Position Title (Parent/Child Title, if applicable)	Platfile Item No.	Salary/ Job Pay Grade	Monthly Salary	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Experience			
1	ATTORNEY III	OSEC-DECSB-ATY3-390005-2014	21	60,901.00	BACHELOR OF LAWS	1 YEAR OF RELEVANT EXPERIENCE	4 HOURS OF RELEVANT TRAINING	RA 1080		OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

October 21, 2021

MARIELLE B. LAIVE
Administrative Officer IV



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

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 October 31, 2021.

1. Letter of Interest
2. 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;
3. Performance rating for the last 3 years signed by the immediate head;
4. Updated Service Record;
5. Latest approved appointment;
6. Certificate of Eligibility/Training License;
7. Photocopy of Transcript of Records;
8. Certificate of Relevant Trainings/Seminars attended; and
9. Other document relevant to the position applied for
10. For more details, please contact 09201383325

QUALIFIED APPLICANTS are advised to hand in or send through courier or through the link their application to:

BUSAN S. COLLANO
Assistant Schools Division Superintendent
CSC - Office of the Schools Division Superintendent
DepEd - SOO, Cagayan de Oro City, Misamis Occidental
DepEd - SOO, Cagayan de Oro City, Misamis Occidental
DepEd - SOO, Cagayan de Oro City, Misamis Occidental
Tel. 625800100/625800100/625800100

The agency upholds Equal Employment Opportunity Principle: "That this shall be no discrimination in selection of employees on account of age, school, gender, civil status, disability, religion, ethnicity, social status, income class, paternity and filiation, political affiliation or other similar factors/personal circumstances which run counter to the principles of merit, fitness for the job and equal opportunity."

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

