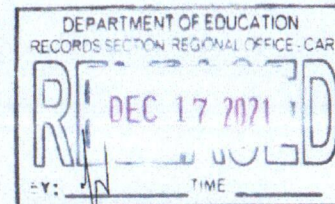


Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions



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:

FLORANTE E. VERGARA

Officer in Charge - Assistant Regional Director

Date: 12/17/2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Administrative Officer IV	OSEC-DECSB-ADOF4-90082-2021	15	33,575	Bachelor's Degree relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service (Professiona)/2nd Level Eligibility	DepEd-CAR Regional Office, Administrative Division
2	Administrative Officer II	OSEC-DECSB-ADOF2-90081-2021	11	23,877	Bachelor's Degree relevant to the Job	None required	None required	Career Service (Professiona)/2nd Level Eligibility	DepEd-CAR Regional Office, Administrative Division
3	Administrative Aide III	OSEC-DECSB-ADA3-90008-2004	3	13,572	Completion of 2 yr studies in college or High School graduate with relevant vocational/trade course	None required	None required	Career Service (Sub-Professiona)/1st Level Eligibility	DepEd-CAR Regional Office, Administrative Division

***Please see attached Job Description of the Position**

Interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those from any sexual orientation and gender identities (SOGI), are highly encouraged to apply. Attach the following documents to the application letter and send to the address below not later than **December 27, 2021**.

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. Three (3) recent Performance ratings (if applicable),
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. Certificates of trainings/seminars attended
6. Service records
7. Other pertinent documents

QUALIFIED APPLICANTS are advised to hand in, send through courier, or send online their application to:

ESTELA L. CARIÑO EdD, CESO III
Regional Director
Dep-Ed - CAR, Regional Office, Wangal, La Trinidad, Benguet
http://www.depedcar.ph/jobs/online_application

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Date of Posting:

DEC 17 2021