

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

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

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of DepEd Regional Office IX Proper in the CSC website:

DR. ISABELITA M. BORRES, CESO III
(Head of Agency)
Date: March 22, 2018

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	PLANNING OFFICER III	OSEC-DECSB-PL03-570046-2014	18	38,085	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CS-Professional (Second Level Eligibility)	1. ICT Literate: word, data processing, spreadsheet and presentation 2. Computer literate (word processing, spreadsheets, presentation software, internet use)	Policy, Planning & Research Division

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 April 18, 2018.

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. Duly authenticated copy of Transcript of Records.
5. Service Records (if applicable)
6. Duly authenticated Certificates of recognition, seminars/trainings attended
7. Copy of latest approved appointment (if applicable)

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

Dr. Isabelita M. Borres, CESO III
Regional Director
Airport Road, Tiguma, Pagadian City
region9@deped.gov.ph/pilar.layon@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.