CS Form No. 9
Revised 2018

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

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:

MA. SHARON S. BARRIENTOS
HRMO

Date: October 15, 2019

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	Competency (if applicable)	
1	Head Teacher II	OSEC-DECSB-HTEACH2-420002-2015	15	30531	Bachelor's degree in Secondary Education; or Bachelor's Degree with 18 professional education units	24 hrs of relevant training	HT for 1 yr; or TIC for 1 yr ; or Teacher for 4 yrs	(RA 1080) Teacher	NA	IVISAN NHS
2	Head Teacher II	OSEC-DECSB-HTEACH2-420007-2009	15	30531	Bachelor's degree in Secondary Education; or Bachelor's Degree with 18 professional education units	24 hrs of relevant training	HT for 1 yr; or TIC for 1 yr ; or Teacher for 4 yrs	(RA 1080) Teacher	NA	ESTEFANIA MONTEMAYOR NHS

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 25, 2019.

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 last rating period** (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:

MA. SHARON S. BARRIENTOS
Administrative Officer IV/HRMO-II
Department of Education, Schools Division of Capiz
capiz@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.