

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)

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:

DEC 03 2021

HAZEL A. CARBUNGO
Administrative Officer V

Date: December 03, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthl y Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer II	OSEC-DECSB-ADOF2-150495-2020	11	23877	Bachelor's Degree relevant to the job	None required	None Required	Career Service Professional (Second Level Eligibility)		Division of Angeles City
2	Administrative Officer II	OSEC-DECSB-ADOF2-150493-2020	11	23877	Bachelor's Degree relevant to the job	None required	None Required	Career Service Professional (Second Level Eligibility)		Division of Angeles City
3	Administrative Officer II	OSEC-DECSB-ADOF2-150008-2021	11	23877	Bachelor's Degree relevant to the job	None required	None Required	Career Service Professional (Second Level Eligibility)		Division of Angeles City
4	Administrative Officer II	OSEC-DECSB-ADOF2-150009-2021	11	23877	Bachelor's Degree relevant to the job	None required	None Required	Career Service Professional (Second Level Eligibility)		Division of Angeles City
5	Administrative Officer II	OSEC-DECSB-ADOF2-150010-2021	11	23877	Bachelor's Degree relevant to the job	None required	None Required	Career Service Professional (Second Level Eligibility)		Division of Angeles City
6	Administrative Officer II	OSEC-DECSB-ADOF2-150011-2021	11	23877	Bachelor's Degree relevant to the job	None required	None Required	Career Service Professional (Second Level Eligibility)		Division of Angeles City
7	Administrative Officer II	OSEC-DECSB-ADOF2-150012-2021	11	23877	Bachelor's Degree relevant to the job	None required	None Required	Career Service Professional (Second Level Eligibility)		Division of Angeles City

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 12, 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. 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:

HAZEL A. CARBUNGCO

Administrative Officer V

Jesus St., Pulungbulu, Angeles City

recruitment.acdo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

