CS Form No. 9 Series of 2018

Republic of the Philippines
Department of Education - Division of Digos City
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions at the <u>DEPED-Division of Digos City</u> in the CSC website:

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

CIVIL SERVICE COMMISION

DAVAG DELISTRATED OFFICE

CHATE: O ON WHITE TOUCH

Administrative OfficaNYONETEJ. QUBILL

Date: January 6, 2021

Clerk

No.	Position Title(Parenthetical Titile, if applicable)	Plantilla Item No.	Salary/ Job Pay/ Grade	Monthly Salary	Qualification Standards				Competency (If applicable)	Place of Assignment
					Education	Training	Experience	Eligibility	,	
1	TEACHER I	OSEC-DEČSB-TCH1-777291-1998	11	22,316.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	LET/PBET/R.A.1080	N/A	Don Mariano Marcos ES
2	GUIDANCE COUNSELOR II	OSEC-DEČSB-GUIDC2-750134-2016	12	24,495.00	Master's Degree in Guidance and Counseling	None Required	None Required	R.A. 1080 (Guidance Céunselor)	N/A	Digos City Senior High Schéol
3	GUIDANCE COUNSELOR II	OSEC-DECSB-GUIDC2-750135-2016	12	24,495.00	Master's Degree in Guidance and Counseling	None Required	None Required	R.A. 1080 (Guidance Céunselor)	N/A	Digos City Senior High Scheol
X	X	X	Х	X	x	X	X	Χ,	X	X,

This Office highly encourages all interested and qualified applicants, including persons with diability (PWD), members of indigenous communities, and those with diverese sexual orientation, gender identity and expression (SOGIE), to apply. 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 January 21, 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 Ratings in the last rating period (if applicable)
- 3. Photodopy of Cetificate of Eligibility/Rating/License
- 4. Photocopy of the Official Transcript of Records with CAV
- 5. Photodopy of the Certificates of Speakershipd/Trainings/Seminar/Recognition/Awards/Commendations not used in the latest promotion.

- 6. Certificate of Employment.
- 7. Updated Service Record

#### Application Letter Address to:

### CRISTY C. EPE, CESE

Schools Division Superintendent
Office of the Schools Division Superintendent

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

ALELI M. CHIONG, RN, MBA

Administrative Officer IV-HRMO

Division of Digos City

Roxas corner Lopez Jaena Streets, Barangay Zone II, Digos City

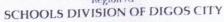
## APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED



### Republic of the Philippines

# Bepartment of Education

Region XI





Digos City

January 5, 2021

CRISTY C. EPE Schools Division Superintendent Department of Education Digos City Division

Mam:

Below are the vacant position items requesting for your approval of its publication:

POSITION	ITEM NO.	NAME OF INCUMBENT	CAUSE OF VACANCY	STATION
GUIDANCE COUNSELOR II - 12	OSEC-DECSB- GUIDC2-750134-2016	-	-	DIGOS CITY SHS
GUIDANCE COUNSELOR II - 12	OSEC-DECSB- GUIDC2-750135-2016	-	-	DIGOS CITY SHS
TEACHER I	OSEC-DECSB-TCH1- 777291-1998	BOOC, GEMMA MAY T.	DROP FROM THE ROLLS	Don Mariano Marcos ES

Thank you.

Sincerely,

FRANCIS JUDE D. ALCOMENBRAS, JD, MPA

Administrative Officer V

APPROVED BY

CRISTY C. EPE

Schools Division Superintendent

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