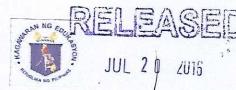


## Department of Education Region III DIVISION OF CITY SCHOOLS

Angeles City



Jesus Street, Pulungbulu, Angeles City
Tel. No. (045) 322-5722; 888-0582 / Fax Nos. (045) 322-4702; 887-6099

DONED Angelos City

## ANNOUNCEMENT

The following position/s are slated to be filled up to wit:

SENIOR HIGH SCHOOL (SHS) NON- TEACHING PERSONNEL Division of Angeles City

2<sup>ND</sup> Ranking

Administrative Officer II Registrar I

1 item 3 items

Project Development Officer I Administrative Assistant II

1 item 6 items

All interested parties may submit their application letter, duly accomplished CSC Form 212 and other pertinent documents to the Personnel Unit, Administrative Section, DepEd, Division of Angeles City, Jesus Street, Pulungbulu, Angeles City. Last Date of submission of application is on August 8, 2016 not later than 5:00 p.m.

## **QUALIFICATION STANDARDS:**

Administrative Officer II (SG11)

Education

Bachelor's degree

Experience

none

Training

none

Eligibility

Career Service Professional (Second Level Eligibility)

Registrar I (SG11)

Education

Bachelor's degree

Experience

none

Training

none

Eligibility

Career Service Professional (Second Level Eligibility)

Project Development Officer I (SG11)

Education Bachelor's degree relevant to the job

Experience 1 year relevant experience Training 4 hours of relevant training

Career Service Professional (Second Level Eligibility) Eligibility

Administrative Assistant II (SG8)

Completion of 2 years studies in college Education

Experience 1 year of relevant experience 4 hours of relevant training Training

Career Service Sub-Professional (First Level Eligibility) Eligibility

Please make sure that the documents to be submitted are original and if photocopied, have it certified by the authorities concerned, otherwise said documents will not be honored.

Officer-In-Charge

Office of the Asst. Schools Division Superintendent