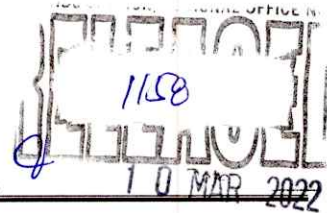




Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



March 9, 2022

Regional Memorandum
No. 089, s. 2022

TO : Regional Office Personnel
Chiefs of Functional Divisions
Schools Division Superintendents
This Region

ANNOUNCEMENT OF VACANT POSITION IN DEPED REGIONAL OFFICE

1. DepEd Regional Office IX Proper, Regional Government Center, Balintawak, Pagadian City invites qualified applicants for vacant position listed below to wit:

a. Project Development Officer II (P 35,097) with Item # OSEC-DECSB-PDO2-570053-2014 of the Education Support Services Division

CSC Prescribed Qualifications:

Education: Bachelor's degree relevant to the job

Training: 4 hours of relevant training

Experience: 1 year relevant experience

Eligibility: Career Service Professional (Second Level Eligibility)

JOB DESCRIPTION:

Ensures safety and learning continuity, institutionalizes Disaster Risk Reduction and Management (DRRM), Climate Change Adaptation (CCA), and Education in Emergencies (EiE), and strengthens the resilience of basic education in the context of natural and human-induced hazards

2. Interested qualified applicants regardless of age, gender, civil status, disability, religion, ethnicity or political affiliation, provided they meet the minimum requirement of the position are requested to submit the following documentary requirements in a clean, unmarked brown envelop to the Personnel Section, DepEd RO IX, Government Center, Balintawak, Pagadian City on/or before **March 23, 2022**:
 - a. Letter of intent (addressed to the Head of Office) kindly include the position and its item number with the corresponding division/office, you are applying for.
 - b. Fully accomplished Personal Data Sheet with recent passport-sized picture (CS Form No. 212, Revised 2017) and work experience which can be downloaded at www.csc.gov.ph;
 - c. One (1) Authenticated Copy of Eligibility (for CSC Sub-Professional, Professional, and other related eligibility) or Authenticated PRC License with



Address: President Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City 7016
Website: www.depedro9.net; www.ro9-deped.com
Email: region9@deped.gov.ph



1 | Page
CERTIFICATE NO.
CP000499Q



Republic of the Philippines
Department of Education
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA

Documentary Stamp (for relevant position/s). Photocopy of eligibility shall not be entertained

- d. Curriculum vitae
 - e. Duly authenticated copy of Transcript of Records
 - f. Certified True Xerox Copy of Certificate of employment, Contract of Service or duly signed Service Record, whichever is/are applicable
 - g. Certified True Xerox copy of the Performance Ratings covering three (3) years performance in the last rating period/s prior to assessment, if applicable
 - h. Duly authenticated Certificates of recognition, seminars/trainings attended
 - i. Certified True Xerox copy of Performance Rating obtained from the relevant work experience, if performance rating in item letter "g" is not relevant to the position to be filled.
 - j. Copy of latest approved appointment (If applicable);
 - k. Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education and Application of Learning and Development reckoned from the date of late issuance of appointment
- a. Applicants are expected to:
- Bring all original documents for verification purposes.
 - Submit one set of documents for every position he/she is applying for;
- and
- Submit pending requirements on or before the deadline of applications.
3. Please be informed that late submission of applications and lack of documentary requirements after the deadline shall not be entertained by this Office.

For information and dissemination.

DR. RUTH L. FUENTES, CESO IV
Regional Director

ORD-ADMIN-PER-RM-2022-007
/KRL



Address: President Corazon C. Aquino Regional Government Center, Balintawak, Pagadian City 7016
Website: www.depedro9.net; www.ro9-deped.com
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