

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address mentioned when the announcement for ranking shall be made in our agency website.

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.
5. Photocopy of Certificate/s of Employment
6. Photocopy of prior attested Appointment (Certified True Copy)

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

ARACELI D. DY

HRMO

Shoe Ave., Sta. Elena, Marikina City

deped_marikina@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.