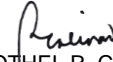


Republic of the Philippines
Department of Education
Request for Publication of Vacant Positions

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:


ROTHEL R. CALINAO
HRMO

Date: September 11, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Nurse II	OSEC-DECSB-NURS2-540122-2021	16	39,672.00	Bachelor of Science in Nursing	4 hours relevant training	1 year relevant experience	RA 1080 (Nursing Licensure Exam)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
2	Nurse II	OSEC-DECSB-NURS2-540128-2021	16	39,672.00	Bachelor of Science in Nursing	4 hours relevant training	1 year relevant experience	RA 1080 (Nursing Licensure Exam)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
3	Registrar I	OSEC-DECSB-R1-540067-2016	11	27,000.00	Bachelor's degree	None required	None required	Career Service (Professional Second Level Eligibility)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
4	Registrar I	OSEC-DECSB-R1-540072-2016	11	27,000.00	Bachelor's degree	None required	None required	Career Service (Professional Second Level Eligibility)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

5	Administrative Aide VI	OSEC-DECSB-ADA6-540109-2004	6	17,553.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
6	Administrative Aide VI	OSEC-DECSB-ADA6-540110-2004	6	17,553.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
7	Master Teacher II	OSEC-DECSB-MTCHR2-540006-2013	19	51,357.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Educ. And 24 units for Master's degree in Education or its equivalent	4 hours relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
8	Master Teacher I	OSEC-DECSB-MTCHR1-543458-1998	18	46,725.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education; and 18 units for a Master's degree in Education or its equivalent	None required	3 years relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
9	Head Teacher V	OSEC-DECSB-HTEACH5-540001-2006	18	46,725.00	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units with appropriate field of specialization	24 hours of relevant training	HT for 4 years or MT for 3 years	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	VCYMAS
10	Teacher III	OSEC-DECSB-TCH3-541527-2014	13	31,320.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
11	Teacher III	OSEC-DECSB-TCH3-541506-2014	13	31,320.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

12	Teacher II	OSEC-DECSB-TCH2-541601-2016	12	29,165.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
13	Teacher II	OSEC-DECSB-TCH2-544035-1998	12	29,165.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
14	Teacher II	OSEC-DECSB-TCH2-540073-2012	12	29,165.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
15	Teacher II	OSEC-DECSB-TCH2-547073-1998	12	29,165.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
16	Teacher I	OSEC-DECSB-TCH1-540824-2016	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
17	Teacher I	OSEC-DECSB-TCH1-569778-1998	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
18	Teacher I	OSEC-DECSB-TCH1-541650-2012	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

19	Teacher I	OSEC-DECSB-TCH1-541343-2014	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
20	Teacher I	OSEC-DECSB-TCH1-571316-1998	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
21	Teacher I	OSEC-DECSB-TCH1-543604-2015	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
22	Teacher I	OSEC-DECSB-TCH1-541841-2012	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
23	Teacher I	OSEC-DECSB-TCH1-540824-2016	11	27,000.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
24	Teacher I	OSEC-DECSB-TCH1-543159-2015	11	27,000.00	Bachelor of Secondary Education (BSED); or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Tominamos IS
25	Administrative Assistant III	OSEC-DECSB-ADAS3-540283-2017	9	21,211.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

26	Administrative Assistant III	OSEC-DECSB-ADAS3-540286-2017	9	21,211.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
27	Administrative Assistant III	OSEC-DECSB-ADAS3-540309-2017	9	21,211.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
28	Administrative Assistant III	OSEC-DECSB-ADAS3-540263-2017	9	21,211.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Ramon T. Diaz MHS
29	Administrative Assistant III	OSEC-DECSB-ADAS3-540028-2014	9	21,211.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Motiong NHS
30	Administrative Assistant III	OSEC-DECSB-ADAS3-540027-2014	9	21,211.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Osmeña NHS
31	Administrative Assistant II	OSEC-DECSB-ADAS2-540274-2017	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
32	Administrative Assistant II	OSEC-DECSB-ADAS2-540291-2017	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

33	Administrative Assistant II	OSEC-DECSB-ADAS2-540262-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
34	Administrative Assistant II	OSEC-DECSB-ADAS2-540271-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
35	Administrative Assistant II	OSEC-DECSB-ADAS2-540273-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
36	Administrative Assistant II	OSEC-DECSB-ADAS2-540274-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
37	Administrative Assistant II	OSEC-DECSB-ADAS2-540278-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
38	Administrative Assistant II	OSEC-DECSB-ADAS2-540286-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
39	Administrative Assistant II	OSEC-DECSB-ADAS2-540288-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

40	Administrative Assistant II	OSEC-DECSB-ADAS2-540293-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
41	Administrative Assistant II	OSEC-DECSB-ADAS2-540294-2016	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
42	Administrative Assistant II	OSEC-DECSB-ADAS2-540266-2017	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Daram NHS
43	Administrative Assistant II	OSEC-DECSB-ADAS2-540075-2018	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Sta. Margarita NHS
44	Administrative Assistant II	OSEC-DECSB-ADAS2-540077-2018	8	19,744.00	Completion of two-year studies in college	4 hours relevant training	1 year relevant experience	Career Service (Sub-professional)/First Level Eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	VCYMAS
45	Administrative Aide III	OSEC-DECSB-ADA3-540164-2004	3	14,678.00	Elementary School Graduate	None required	None required	None required	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Basey NHS

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 September 21, 2023.

1. Letter of Intent addressed to the Office of the Schools Division Superintendent, stating the position applied for;
2. 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;
3. Performance rating **in the last rating period** (if applicable);
4. Photocopy of certificate of eligibility/rating/license;
5. Photocopy of Transcript of Records;
6. Updated Service Records/Certificate of Employment/Special Order of Assignment;
7. Certificates of Trainings/Attendance relevant to the position being applied for;
8. Certificate of Awards, Recognition, Appreciation, etc. and;

9. Omnibus Certification of authenticity and veracity of all documents, submitted, duly signed and notarized.

10. This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SC

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

ROTHEL R. CALINAO

HRMO

Arteche Blvd. Brgy. 7, Catbalogan City, 6700, Philippines

hrmodepedsamar@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

