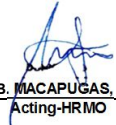


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Request for Publication of Vacant Positions

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:

  
**MARDONIO B. MACAPUGAS, AO IV-HRMO**  
Acting-HRMO

Date: January 18, 2024

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	SPECIAL EDUCATION TEACHER III	OSEC-DECSB-SPET3-540232-2012	16	39,672.00	Bachelor's Degree in Education with specialization in Special Education	4 hours relevant training	2 years experience as Special Education Teacher	RA1080 (Teacher)	N/A	ELEM
2	TEACHER III	OSEC-DECSB-TCH3-540322-2010	13	31,320.00	Bachelor of Elementary of Education (BEED) or Bachelor's Degree plus 18 professional unit in Education	None Required	2 years relevant experience	RA1080 (Teacher)	N/A	ELEM
3	TEACHER III	OSEC-DECSB-TCH3-545573-1998	13	31,320.00	Bachelor of Elementary of Education (BEED) or Bachelor's Degree plus 18 professional unit in Education	None Required	2 years relevant experience	RA1080 (Teacher)	N/A	ELEM
4	TEACHER III	OSEC-DECSB-TCH3-545611-1998	13	31,320.00	Bachelor of Elementary of Education (BEED) or Bachelor's Degree plus 18 professional unit in Education	None Required	2 years relevant experience	RA1080 (Teacher)	N/A	ELEM
5	TEACHER II	OSEC-DECSB-TCH2-540314-2009	12	29,165.00	Bachelor of Elementary of Education (BEED) or Bachelor's Degree plus 18 professional unit in Education	None Required	1 year relevant experience	RA1080 (Teacher)	N/A	ELEM
6	TEACHER I (ACAD)	OSEC-DECSB-TCH1-541695-2016	11	27,000.00	Bachelor's degree with a major in the relevant stands/subject; or any Bachelor's degree with at least 15 units of specialization in the relevant strands/subject	None Required	None Required	*Applicants for a permanent position:RA 1080 (Teacher); if not RA 1080 eligible they must pass the LET within five (5) years after the date of first hiring * Applicants for a contractual position:None required *Practitioners (part-time only):None required	N/A	SHS
7	TEACHER I	OSEC-DECSB-TCH1-541106-2012	11	27,000.00	Bachelor of Secondary of Education (BSED) or Bachelor's Degree plus 18 professional unit in Education with appropriate major	None Required	None Required	RA1080 (Teacher)	N/A	NTCNHS
8	ADMINISTRATIVE ASSISTANT III	OSEC-DECSB-ADAS3-540142-2018	09	21,211.00	Completion of two years studies in College	4 hours relevant training	1 year relevant experience	CS(Professional Seconda Level Eligibility	N/A	OSDS

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 28, 2024.

- 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](http://www.csc.gov.ph);
- Performance rating **in the last rating period** (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.
- Updated Service Record
- Copy of designation in a form of Special Order/Memo, if any
- Certificate of Participation, Completion, trainings, Seminar-Workshop earned within 5 years or date of last promotion
- Certificate of Recognition, Appreciation, Awards earned within 5 years or date of last promotion whichever is later
- Copy of approved research, if any
- Copy of related articles, books published in wide circulation, if any
- 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 (SOGIE).

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

SHERLITA A. PALMA, EdD., CESO VI

OIC-Schools Division Superintendent

San Fernando Comp. Real St. Tacloban City

[hmosdotac@deped.gov.ph](mailto:hmosdotac@deped.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**