

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:

  
CARMENCITA L. MARTIRES  
HRMO

Date: 01/04/2024

No. (Parent/Child Title, if applicable)	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Experience				
1	Master Teacher I	OSEC-DECSB-MTCHR1-540060-2018	16	45,725	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major; and 18 units for a Master's degree in Education or its equivalent	None Required	Three (3) years relevant experience	PBET/Teacher/RA 1080	N/A	Montragon Agro-Industrial High School	
2	Head Teacher III	OSEC-DECSB-HTTEACH3-541065-1998	16	39,672	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	Head Teacher for 2 years; or Teacher for 5 years	PBET/Teacher/RA 1080	N/A	Montragon Agro-Industrial High School	
3	Administrative Officer IV	OSEC-DECSB-ADOF4-540083-2004	15	35,619	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional/Second Level Eligibility	N/A	Montragon Agro-Industrial High School	

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 01/14/2024.

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](http://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. 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, ethnically, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

For Person with Disability (PWD) applicants should you need any assistance, please notify the HR office prior to your scheduled date of exam and interview.

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

**GAUDENCIO C. ALJIBE, JR. PhD, CESO VI**  
OIC-Schools Division Superintendent  
Caterman N. Samar  
[northsamar@deped.gov.ph](mailto:northsamar@deped.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.