Electronic copy to be submitted to the CSC FO must be in MS Excel format

## 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:

Administrative Officer V

Date: December 12, 2023

	Position Title		Salary/			Qualification Standards					
No.	(Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Pay Grade	Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment	
1	MASTER TEACHER 2	OSEC-DECSB-MTCHR2- 540018-2011	19	51357	BEED or Bachelor's degree plus 18 professional units in Education, and 24 units for a Master's degree in Education or its equivalent	4 hours of relevant training	1 year as Master Teacher 1 or 4 years as Teacher III	PBET/LET		DIVISION OF LEYTE	
2	MASTER TEACHER I	OSEC-DECSB-MTCHR1- 540246-2016	18	46725	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 yrs.relevant exp.	PBET/LET		DIVISION OF LEYTE	
3	MASTER TEACHER I	OSEC-DECSB-MTCHR1- 540256-2018	18	46725	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 yrs.relevant exp.	PBET/LET		DIVISION OF LEYTE	

4	TEACHER III	OSEC-DECSB-TCH3- 540493-2017	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET	DIVISION OF LEYTE
5	TEACHER III	OSEC-DECSB-TCH3- 541284-2013	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET	DIVISION OF LEYTE
6	TEACHER III	OSEC-DECSB-TCH3- 540168-2015	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET	DIVISION OF LEYTE
7	TEACHER III	OSEC-DECSB-TCH3- 540813-2012	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET	DIVISION OF LEYTE
8	TEACHER II	OSEC-DECSB-TCH2- 541405-2016	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET	DIVISION OF LEYTE
9	TEACHER II	OSEC-DECSB-TCH2- 540095-2022	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET	DIVISION OF LEYTE
10	TEACHER II	OSEC-DECSB-TCH2- 546634-1998	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET	DIVISION OF LEYTE
11	TEACHER II	OSEC-DECSB-TCH2- 540307-2019	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET	DIVISION OF LEYTE

12	TEACHER II	OSEC-DECSB-TCH2- 540222-2009	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET	DIVISION OF LEYTE
13	TEACHER I	OSEC-DECSB-TCH1- 543828-2012	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE
14	TEACHER I	OSEC-DECSB-TCH1- 541528-2015	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE
15	TEACHER I	OSEC-DECSB-TCH1- 543051-2018	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE
16	TEACHER I	OSEC-DECSB-TCH1- 541619-2015	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE
17	TEACHER I	OSEC-DECSB-TCH1- 564430-1998	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE
18	TEACHER I	OSEC-DECSB-TCH1- 541447-2017	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE
19	TEACHER I	OSEC-DECSB-TCH1- 543264-2015	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE

20	TEACHER I	OSEC-DECSB-TCH1- 543504-2012	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE
21	TEACHER I	OSEC-DECSB-TCH1- 561199-1998	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET	DIVISION OF LEYTE

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 December 22, 2023.

- 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. Original or properly authenticated copy of Certificate of eligibility/rating/license; and
- 4. Original or properly authenticated copy of Transcript of Records.
- 5. This Office highly encourages all interested and qualified applicants and promoted equal equal employment opportunity to all men and women at all levels of position withouth 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:

## MARIZA S. MAGAN EdD, CESO V

Schools Division Superintendent	
Candahug, Palo, Leyte	
recruitment.leyte@deped.gov.ph	

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.