

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: JANUARY 24, 2024

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	School Principal IV (Elementary)	OSEC-DECSB-SP4-540003-2016	22	71,511.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units + 6 units of Management	40 hours of relevant training	3 years as Principal	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
2	School Principal III (Elementary)	OSEC-DECSB-SP3-540007-2019	21	63,997.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units + 6 units of Management	40 hours of relevant training	2 years as Principal	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
3	School Principal III (Elementary)	OSEC-DECSB-SP3-540041-2022	21	63,997.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units + 6 units of Management	40 hours of relevant training	2 years as Principal	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
4	School Principal II (Elementary)	OSEC-DECSB-SP2-540169-2011	20	57,347.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as Principal	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
5	School Principal II (Elementary)	OSEC-DECSB-SP2-540004-2021	20	57,347.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as Principal	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

6	Head Teacher II (Elementary)	OSEC-DECSB-HTEACH2-540068-2012	15	36,619.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	HT for 1 year; or TIC for 1 year; or Teacher for 4 years	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
7	Head Teacher I (Elementary)	OSEC-DECSB-HTEACH1-540040-2022	14	33,843.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	TIC for 1 year; or Teacher for 3 years	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	Head Teacher I (Elementary)	OSEC-DECSB-HTEACH1-540028-2019	14	33,843.00	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	TIC for 1 year; or Teacher for 3 years	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	Teacher III (Elementary)	OSEC-DECSB-TCH3-540096-2001	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
10	Teacher III (Elementary)	OSEC-DECSB-TCH3-540864-2013	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 II (Elementary)	OSEC-DECSB-TCH2-544069-1998	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
12	Teacher II (Elementary)	OSEC-DECSB-TCH2-540009-2002	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 (Elementary)	OSEC-DECSB-TCH2-544165-1998	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 I (Elementary)	OSEC-DECSB-TCH1-541326-2014	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
15	Teacher I (Elementary)	OSEC-DECSB-TCH1-541878-2012	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
16	Teacher I (Junior High School)	OSEC-DECSB-TCH1-541967-2012	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	Buenavista NHS
17	Administrative Aide VI (Clerk III)	OSEC-DECSB-ADA6-540034-2014	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

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 February 3, 2024.

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](http://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 (SOGIE).

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

**ROTHEL R. CALINAO**  
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 HRMO  
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 Arteche Blvd. Brgy. 7, Catbalogan City, 6700, Philippines  
[hrmodepedsamar@deped.gov.ph](mailto:hrmodepedsamar@deped.gov.ph)

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

