

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:

  
JULIUS CESAR L. DE LA CERNA  
HRMO

Date: November 22, 2022

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	Teacher III	OSEC-DECSB-TCH3-540184-2003	13	29798	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in education with appropriate major.	None required	2 years relevant experience	RA 1080 (Teacher)		Plaridel National 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 December 2, 2022.

1. Letter of Intent;
  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. Photocopy of certificate of eligibility/rating/license;
  4. Updated Service Record;
  5. Latest approved appointment (if any);
  6. Approved performance rating **in the last three (3) rating periods**;
  7. Certified true copy of Transcript of Records.
  8. Certificate of outstanding accomplishments (if any);
  9. Certificate of trainings attended for atleast three (3) days (not credited in the last promotion);
  10. Endorsement from the School Head; and
  11. Any other relevant documents;
11. DepEd Baybay encourages interested and qualified applicants including persons with disability (PWD) and members of the indigenous communities irrespective of sexual orientation and gender identity to apply.

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

**JULIUS CESAR L. DE LA CERNA**

Administrative Officer IV/HRMO

Diversion Road, Brgy. Gaas Baybay City, Leyte

[baybaycitydivision@yahoo.com](mailto:baybaycitydivision@yahoo.com)

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