

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: December 20, 2023

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-TCH3-540026-2001	13	31320	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units with appropriate field of specialization	None required	2 years relevant experience	RA 1080 (Teacher)		Caridad 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 30, 2023.

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;
3. Photocopy of certificate of eligibility/rating/license (if any);
4. Updated Service Record (if any);
5. Latest approved appointment (if any);
6. Approved performance rating in the last three (3) rating periods (if any);
7. Photocopy of Transcript of Records (if any);
8. Certificate of outstanding accomplishments (if any);
9. Certificate of trainings attended (if any);
10. Any other relevant documents;
11. DepEd Baybay promotes equal employment opportunity and highly encourages all interested and qualified applicants regardless of age, gender, civil status, religion, disability, ethnicity, political affiliation, including persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities and expressions (SOGIE), to apply.
12. Applicants who submitted their application via email are requested to bring the hardcopies of their documents during the conduct of the open ranking.

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

baybavcitydivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.