

Republic of the Philippines
Department of Education
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Borongan City Division) in the CSC website:



CONIE ANN A. CHUA

HRMO II

Date: December 27, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Master Teacher II	OSEC-DECSB- MTCH2-540019- 2002	19	42,099.00	BSED or Bachelor's Degree plus 18 units Professional Education and 18 units for a Masters degree in Education or its equivalent	3 years relevant experience	No training required.	PBET/LET	ESNCHS
2	Master Teacher I	OSEC-DECSB- MTCH1-542088- 1998; 543137-1998; 542344-1998	18	38,085.00	BSED or Bachelor's Degree plus 18 units Professional units in Education and 18 units for a Masters degree in Education or its equivalent	3 years relevant experience	No training required.	PBET/LET	ESNCHS
3	Head Teacher VI	OSEC-DECSB- HTEACH6-540007- 2007	19	42,099.00	BSED or Bachelor's degree with 18 professional education units with appropriate field of specialization	HT for 4 years or Master Teacher (MT) for 4 years	24 hours of relevant training	PBET/LET	ESNCHS
4	Administrative Assistant I (Accounting Machine Operator)	OSEC-DECSB- ADAS1-540027- 2014	7	15,254.00	At least Two year college level	No required experience	No required training	Career Service Sub-Professional	Borongan City Division
5	Librarian II	OSEC-DECSB-LIB2- 540005-2014	15	29,010.00	Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education/Arts Major in Library Science	1 year of relevant experience	4 hours of relevant training	RA 1080	Borongan City Division
6	5 ADMINISTRATIVE AIDE I (PLANTILLA CASUAL)		1	10,510.00	Able to Read and Write	None required	None required	None required	ESNCHS

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 January 6, 2018.

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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/licensure; and
4. Photocopy of Transcript of Records.

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

RAUL D. AGBAN, Ed.D
OIC-Schools Division Superintendent
San Fernando St. Brgy. G, Borongan City
borongancitydivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.