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Republic of the Philippines
DepEd. Schools Division of CALBAYOG CITY
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 DepEd. Schools Division of Calbayog City in the CSC website:

GRACE S. FAGUNSAN
HRMO

Date: 5-Oct-22

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		
1	Master Teacher I	OSEC-DECSB- MTCHR1-541917- 1998	18	45,203.00	Bachelor of Elementary Education (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	Three (3) years relevant experience	PBET/ TEACHER/ RA-1080	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Schools Division of Calbayog City - Elementary
2	Head Teacher I	OSEC-DECSB- HTEACH1-540042- 2009	14	32,321.00	Bachelors Degree in Elem. Education (BEED) or Bachelors Degree plus 18 prof. units in education	24 hours of relevant training	TIC for 1 year or Teacher for 3 years	PBET/ TEACHER/ RA-1080	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Schools Division of Calbayog City - Elementary

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3	Teacher III	OSEC-DECSB-TCH3 540099-2000	13	29,798.00	Bachelors Degree in Secondary Education (BSE) or Bachelors Degree plus 18 prof. units in Education	none required	At least 2 years relevant experience	PBET/TEACHER/ RA-1080	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/ICT Skills	Schools Division of Calbayog City - Secondary
4	Teacher III	OSEC-DECSB-TCH3 540205-2014	13	29,798.00	Bachelors Degree in Elem. Education (BEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 2 years relevant experience	PBET/TEACHER/ RA-1080	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/ICT Skills	Schools Division of Calbayog City - Elementary
5	Teacher III	OSEC-DECSB-TCH3 545395-1998	13	29,798.00	Bachelors Degree in Elem. Education (BEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 2 years relevant experience	PBET/TEACHER/ RA-1080	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/ICT Skills	Schools Division of Calbayog City - Elementary

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6	Teacher II	OSEC-DECSB-TCH2 544982-1998	12	27,608.00	Bachelors Degree in Elem. Education (BEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 1 year relevant experience	PBET/ TEACHER/ RA-1080	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/CT Skills	Schools Division of Calbayog City - Elementary
7	Teacher II	OSEC-DECSB-TCH2 540320-2015	12	27,608.00	Bachelors Degree in Elem. Education (BEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 1 year relevant experience	PBET/ TEACHER/ RA-1080	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/CT Skills	Schools Division of Calbayog City - Elementary
8	Teacher II	OSEC-DECSB-TCH2 540071-2007	12	27,608.00	Bachelors Degree in Elem. Education (BEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 1 year relevant experience	PBET/ TEACHER/ RA-1080	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/CT Skills	Schools Division of Calbayog City - Elementary

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9	Disbursing Officer II	OSEC-DECSB-DO2- 540005-2011	8	18,998.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/s 1 level eligibility	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	School's Division of Calbayog City - Elementary

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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 October 15, 2022.

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 for the last three years (if applicable);
3. Omnibus Certification of Authenticity;
4. Photocopy of certificate of eligibility/rating/license & trainings attended; Certificates of Awards/Recognition received;
5. Certificate of Employment with period and Actual Duties & Function; and
6. Photocopy of Transcript of Records and other applicable documents for ranking.
7. Other requirements specified in DepEd Order No. 7, s. 2015 & DepEd Order No. 3, s. 2016
8. 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 their application (hard copies) through the records section to:

GRACE S. PAGUNSAN
 AOIV - HRMO Designate
 DepEd, Calbayog City
depedcalbayogdivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.