

Republic of the Philippines
DEPARTMENT OF EDUCATION - Schools Division of Calbayog City
Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of DepEd, Schools Division of Calbayog City in the CSC website:

RAUL D. AGBAN, Ed. D.
(Head of Agency)
Date: 31-Jul-18

No.	Position Title	Planilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards						Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	Education Program Supervisor	OSEC-DECSB-EPsvr-540035-2010	22	704,604.00	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		Schools Division of Calbayog City - Elementary	
2	Attorney III	OSEC-DECSB-ATY3-540007-2014	21	630,648.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA-1080		Schools Division of Calbayog City	
3	Head Teacher I	OSEC-DECSB-HTTEACH1-540041-2008	14	317,928.00	Bachelor's Degree in Elem. Education (BEED) or Bachelor's Degree plus 18 prof. units in education	24 hours of relevant training	TTC for 1 year or Teacher for 3 years	PBET/ TEACHER/ RA-1080		Schools Division of Calbayog City - Elementary	
4	Guidance Counselor II	OSEC-DECSB-GUIDC2-540020-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	RA 1080-Guidance Counselor		Schools Division of Calbayog City - Senior High School	
5	Guidance Counselor II	OSEC-DECSB-GUIDC2-540021-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	RA 1080-Guidance Counselor		Schools Division of Calbayog City - Senior High School	
6	Guidance Counselor II	OSEC-DECSB-GUIDC2-540022-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	RA 1080-Guidance Counselor		Schools Division of Calbayog City - Senior High School	
7	Guidance Counselor II	OSEC-DECSB-GUIDC2-540023-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	RA 1080-Guidance Counselor		Schools Division of Calbayog City - Senior High School	
8	Guidance Counselor II	OSEC-DECSB-GUIDC2-540024-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	RA 1080-Guidance Counselor		Schools Division of Calbayog City - Senior High School	
9	Guidance Counselor II	OSEC-DECSB-GUIDC2-540024-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	RA 1080-Guidance Counselor		Schools Division of Calbayog City - Senior High School	
10	Guidance Counselor II	OSEC-DECSB-GUIDC2-540026-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	RA 1080-Guidance Counselor		Schools Division of Calbayog City - Senior High School	

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
11	Guidance Counselor II	OSEC-DECSB-GUIDC2-540027-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	None Required	RA 1080-Guidance Counselor	Schools Division of Calbayog City - Senior High School
12	Guidance Counselor II	OSEC-DECSB-GUIDC2-540028-2016	12	265,788.00	Masters Degree in Guidance and Counseling	None Required	None Required	None Required	RA 1080-Guidance Counselor	Schools Division of Calbayog City - Senior High School
13	Guidance Counselor I	OSEC-DECSB-GUIDC1-540006-2009	11	242,148.00	Masters Degree in Guidance and Counseling	None Required	None Required	None Required	RA 1080-Guidance Counselor	Schools Division of Calbayog City - San Joaquin NHS
14	Guidance Counselor I	OSEC-DECSB-GUIDC1-540042-2008	11	242,148.00	Masters Degree in Guidance and Counseling	None Required	None Required	None Required	RA 1080-Guidance Counselor	Schools Division of Calbayog City - NHS
15	Project Development Officer I	OSEC-DECSB-PDO1-540017-2016	11	242,148.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	None Required	Career Service (Professional) Second level Eligibility	Schools Division of Calbayog City - Senior High School
16	Administrative Asst. II (Clerk IV)	OSEC-DECSB-ADAS2-540155-2016	8	195,384.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	None Required	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Senior High School
17	Administrative Aide VI	OSEC-DECSB-ADA6-540061-2004	6	172,080.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	None Required	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary
18	Administrative Aide VI	OSEC-DECSB-ADA6-540062-2014	6	172,080.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	None Required	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary

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 August 9, 2018.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) & Experience Sheet 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.

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

RAUL D. AGBAN, Ed. D.

OIC - Schools Division Superintendent
 DepEd, Schools Division of Calbayog City
depedcalbayogdivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.