

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. PAGUNSAN

HRMO

Date: 12/2/2020

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-TCH3-541161-2016	13	26,754.00	Bachelors Degree in Elem. Education (BSEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 2 year relevant experience	RA-1080 (Teacher)	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/ICT Skills	Schools Division of Calbayog City - Elementary
	X-X-X									

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 12, 2020.

All qualified applicants including Persons with Disability (PWD), Indigenous People (IP) and Sexual Orientation and Gender Identity (SOGI) are encouraged to apply. PWD may request in advance for assistance needed during the hiring process.

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

QUALIFIED APPLICANTS are advised to hand in their application (hard copies) through the records section to:

THELMA CABADSAN-QUITALIG, Ph. D., CESO V

Schools Division Superintendent

c/o **GRACE S. PAGUNSAN**

Administrative Officer IV

Brgy. Hamorawon, Calbayog City

depedcalbayogdivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.