

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:


JOSE MARIANO E. BARRIL, JR.
Administrative Officer IV/HRMO II

Date: March 26, 2024

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	SPECIAL SCIENCE TEACHER I	OSEC-DECSB-SPST1-540049-2022	13	31320	Bachelor's degree in a specialized field in Science, Technology, Engineering, Mathematics, or other applied courses as identified and approved by DOST as priority S&T courses.	None required	None required	RA 1080 (Teacher) Secondary; If not RA 1080 eligible they must pass the LET within five(5) years after the date of first hiring. Applicants for a contractual position: None required		DIVISION OF LEYTE
2	MASTER TEACHER I	OSEC-DECSB-MTCHR1-540070-2019	18	46725	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education w/ appropriate major; and 18 units for a Master's degree in Education or its equivalent.	None required	3 years relevant experience	RA 1080 (TEACHER)/ PBET/LET		JUAN VILLABLANCA NHS
3	TEACHER III	OSEC-DECSB-TCH3-540226-2017	13	31320	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major.	None required	2 years of relevant experience	RA 1080 (TEACHER)/ PBET/LET		JUAN VILLABLANCA NHS

4	TEACHER I	OSEC-DECSB-TCH1-540022-2020	11	27000	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major.	None required	None required	RA 1080 (TEACHER)/ PBET/LET		JUAN VILLABLANCA NHS
5	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-540068-2018	9	21211	Completion of 2 years studies in college	4 hours of relevant training.	1 year of relevant experience.	Career Service (Subprofessional) First Level Eligibility		OSDS, DIVISION OF LEYTE
6	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-540097-2004	9	21211	Completion of 2 years studies in college	4 hours of relevant training.	1 year of relevant experience.	Career Service (Subprofessional) First Level Eligibility		OSDS, DIVISION OF LEYTE
7	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-540063-2018	9	21211	Completion of 2 years studies in college	4 hours of relevant training.	1 year of relevant experience.	Career Service (Subprofessional) First Level Eligibility		OSDS, DIVISION OF LEYTE

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 April 5, 2024.

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 last rating period** (if applicable);
3. Original or properly authenticated copy of certificate of eligibility/rating/license; and
4. Original or properly authenticated copy of Transcript of Records.
5. 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 or send through courier their application to:

MARIZA S. MAGAN EdD, CESO V

Schools Division Superintendent

Candahug, Palo, Leyte

leytero8@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.