

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:


ALVIN F. TANTUAN
Administrative Officer V

Date: April 11, 2023

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	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	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
2	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-540053-2014	8	19744	Completion of 2 years studies in college	4 hours of relevant training	1 year relevant experience	Career Service (Subprofessional) First Level Eligibility		MAHAPLAG NHS-UPPER
3	MASTER TEACHER 2	OSEC-DECSB-MTCHR2-540664-1998	19	51357	BEED or Bachelor's degree plus 18 professional units in Education, and 24 units for a Master's degree in Education or its equivalent	4 hours of relevant training	1 year as Master Teacher 1 or 4 years as Teacher III	PBET/LET		DIVISION OF LEYTE
4	MASTER TEACHER I	OSEC-DECSB-MTCHR1-542678-1998	18	46725	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	3 yrs.relevant exp.	PBET/LET		DIVISION OF LEYTE

5	TEACHER III	OSEC-DECSB-TCH3-541562-2014	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET		DIVISION OF LEYTE
6	TEACHER III	OSEC-DECSB-TCH3-543703-1998	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET		DIVISION OF LEYTE
7	TEACHER III	OSEC-DECSB-TCH3-543698-1998	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET		DIVISION OF LEYTE
8	TEACHER III	OSEC-DECSB-TCH3-540382-2009	13	31320	BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	PBET/LET		DIVISION OF LEYTE
9	TEACHER II	OSEC-DECSB-TCH2-545485-1998	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET		DIVISION OF LEYTE
10	TEACHER II	OSEC-DECSB-TCH2-540134-2020	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET		DIVISION OF LEYTE
11	TEACHER II	OSEC-DECSB-TCH2-546677-1998	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET		DIVISION OF LEYTE
12	TEACHER II	OSEC-DECSB-TCH2-540014-2011	12	29165	BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET/LET		DIVISION OF LEYTE
13	TEACHER I	OSEC-DECSB-TCH1-540128-2013	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET		DIVISION OF LEYTE
14	TEACHER I	OSEC-DECSB-TCH1-562997-1998	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET		DIVISION OF LEYTE

15	TEACHER I	OSEC-DECSB-TCH1-561240-1998	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET		DIVISION OF LEYTE
16	TEACHER I	OSEC-DECSB-TCH1-543272-2018	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET		DIVISION OF LEYTE
17	TEACHER I	OSEC-DECSB-TCH1-561104-1998	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET		DIVISION OF LEYTE
18	TEACHER I	OSEC-DECSB-TCH1-543064-2018	11	27000	BEED or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET/LET		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 21, 2023.

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 promoted equal 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/email their application to:

MANUEL P. ALBAÑO, PhD., CESO V

Schools Division Superintendent

Candahug, Palo, Leyte

recruitment.leyte@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.