

Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions



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CSC FO must be in MS Excel format

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:

RAUL D. AGBAN, Ed.D.

Schools Division Superintendent

Date: 2/11/2012

No.	Position 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	MASTER TEACHER II	OSEC-DECSB- MTCR2-540028-2008	19	49,835.00	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional Units in Education with appropriate major; and 24 units for a Master's Degree in Education or its equivalent.	4 hours relevant training	1 year as Master Teacher I or 4 years as Teacher III	LET, PBET, Teacher			GALA VOCATIONAL SCHOOL
2	MASTER TEACHER II	OSEC-DECSB- MTCR2-540029-2008	19	49,835.00	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional Units in Education with appropriate major; and 24 units for a Master's Degree in Education or its equivalent.	4 hours relevant training	1 year as Master Teacher I or 4 years as Teacher III	LET, PBET, Teacher			GALA VOCATIONAL SCHOOL
3	MASTER TEACHER I	OSEC-DECSB- MTCR1-542909-2008	18	45,203.00	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional Units in Education with appropriate major; and 16 units for a Master's Degree in Education or its equivalent.	None required	3 years relevant experience	LET, PBET, Teacher			GALA VOCATIONAL School
4	MASTER TEACHER I	OSEC-DECSB- MTCR1-542911-2008	18	45,203.00	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional Units in Education with appropriate major; and 16 units for a Master's Degree in Education or its equivalent.	None required	3 years relevant experience	LET, PBET, Teacher			GALA VOCATIONAL School
5	HEAD TEACHER I	OSEC-DECSB- HTEACH1-540074- 2008	14	32,321.00	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional Units in Education with appropriate major; both with 12 units for a Master's Degree in Education or its equivalent with appropriate field of specialization.	None required	1 year as Teacher In-Charge or 3 years Teaching Experience	LET, PBET, Teacher			GALA VOCATIONAL School
6	SECURITY GUARD	OSEC-DECSB-SECG1- 540191-1998	3	14,125.00	HIGH SCHOOL GRADUATE	None required	None required	Security License (MC's 21996-Cat IV)			GALA VOCATIONAL School
7	Guidance Counselor I	OSEC-DECSB- GUIDC1-540024-1998	11	25,439.00	Master's Degree in Guidance and Counseling.	None required	None required	RA 1080 (Guidance Counselor)			GALA VOCATIONAL School
8	School Librarian I	OSEC-DECSB-SL1- 540038-1998	11	25,439.00	Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science.	None required	None required	RA 1080 (Librarian)			GALA Vocational School

9	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540070-2004	9	20,402.00	Completion of Two-year studies in college.	4 hours relevant training	1 years relevant experience	Career Service (Sub-professional)/ First Level Eligibility	GALA Vocational School
10	Administrative Aide VI (Cash Clerk II)	OSEC-DECSB-ADA6-540084-2004	6	16,877.00	Completion of Two-year studies in college.	4 hours relevant training	1 years relevant experience	Career Service (Sub-professional)/ First Level Eligibility	GALA Vocational School
11	Administrative Aide IV (Clerk II)	OSEC-DECSB-ADA4-540103-2004	4	14,993.00	Completion of Two-year studies in college.	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	GALA Vocational School
12	Administrative Aide IV (Clerk II)	OSEC-DECSB-ADA4-540104-2004	4	14,993.00	Master's Degree in Guidance and Counseling.	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	GALA Vocational School
13	Administrative Aide III (Utility Worker II)	OSEC-DECSB-ADA3-540103-2004	3	14,125.00	Must be able to read and write.	None required	None required	None required	GALA Vocational School
14	Administrative Aide I (Utility)	OSEC-DECSB-ADA1-540139-2004	1	12,517.00	Must be able to read and write.	None required	None required	None required	GALA Vocational School

Interested and qualified applicants, regardless of gender, civil status, age, disability, ethnicity, and members of the Indigenous Communities and those from any Sexual Orientation and Gender Identities and Expression (SOGIE) are invited to apply. 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 21/24/2024.

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. Photocopy or certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

ROMULO D. ALBINO

Secondary School Principal IV

Gamay, Northern Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.