

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:


MAHALIA M. LAURON
HRMO

Date: December 20, 2022

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	HEAD TEACHER II	OSEC-DECSB-HTEACH2-540018-2008	15	35097	Bachelor's degree in Secondary Education or Bachelor's degree w/18 professional education units with appropriate field of specialization	24 hours of relevant training	HT for 1 year or Teacher for 4 years	RA 1080 Teacher/PBET		Secondary
2	MASTER TEACHER I	OSEC-DECSB-MTCHR1-543153-1998	18	45203	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 yrs relevant experience	RA 1080 Teacher/PBET		Secondary
3	HEAD TEACHER III	OSEC-DECSB-HTEACH3-540017-2017	16	38150	Bachelor's degree in Secondary Education or Bachelor's degree w/18 professional education units with appropriate field of specialization	24 hours of relevant training	HT for 2 years or Teacher for 5 years	RA 1080 Teacher/PBET		Secondary
4	HEAD TEACHER I	OSEC-DECSB-HTEACH1-540129-2016	14	32321	Bachelor's degree in Elementary Education or Bachelor's degree w/18 professional education units	24 hours of relevant training	Teacher-in-charge (TIC) for 1 year or Teacher for 3 years	RA 1080 Teacher/PBET		Secondary
5	MASTER TEACHER II	OSEC-DECSB-MTCHR2-540008-2008	19	49835	Bachelor of Elementary Education (BEEEd) 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 I or 4 years as Teacher III	RA 1080 Teacher/PBET		Elementary

6	TEACHER I	OSEC-DECSB-TCH1-543981-2018	11	25439	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080 Teacher		Elementary
7	TEACHER II	OSEC-DECSB-TCH2-540545-2012	12	27608	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None Required	1 year relevant experience	RA 1080 Teacher/PBET		Elementary
8	TEACHER I	OSEC-DECSB-TCH1-541270-2015	11	25439	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080 Teacher		Elementary
9	TEACHER III	OSEC-DECSB-TCH3-540011-2005	13	29798	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None Required	2 years relevant experience	RA 1080 Teacher/PBET		Elementary
10	TEACHER I	OSEC-DECSB-TCH1-557978-1998	11	25439	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080 Teacher		Elementary
11	TEACHER I	OSEC-DECSB-TCH1-544044-2018	11	25439	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080 Teacher		Elementary
12	Public Schools District Supervisor	OSEC-DECSB-PSDS-540036-2014	22	69963	Master's degree in Education or other relevant Master's degree	16 hours of relevant training	5 years cumulative experience in instructional supervision and school management	RA 1080 (Teacher/PBET)		SDO

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 30, 2022.

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 of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. Updated Service Record
6. Copy of designation in a form of Special Order/Memo, if any
7. Certificate of Participation, Completion, trainings, Seminar-Workshop earned within 5 years or date of last promotion
8. Certificate of Recognition, Appreciation, Awards earned within 5 years or date of last promotion whichever is later
9. Copy of approved research, if any
10. Copy of related articles, books published in wide circulation, if any
11. The agency is compliant to DepEd Order No. 29, s. 2002 and CSC MC No. 7, s. 2014 on equal employment opportunity policy to cater diverse applicants on all levels of position, provided that applicants meet the minimum requirements for the position regardless of age, gender, civil status, religion, disability, ethnicity, political affiliation or other characteristics protected by the law such as but not limited to persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities and expressions (SOGIE). PWD applicants in need of assistance should notify the HR prior to scheduled date of exam and interview.

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

MAHALIA M. LAURON

Administrative Officer IV-Personnel

Brgy. Punta, Ormoc City

hr.ormoc@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.