

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: 13.Sep.23

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 II	OSEC-DECSB-TCH1-540117-2020	12	29165	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	None Required	1 year relevant experience	RA 1080 Teacher/ PBET		SECONDARY
2	TEACHER III	OSEC-DECSB-TCH3-541143-2018	13	31320	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	None Required	2 years relevant experience	RA 1080 Teacher/ PBET		SECONDARY
3	SCHOOL PRINCIPAL III	OSEC-DECSB-SP3-540001-2022	21	63997	Bachelor of Elementary Education; or Bachelor's degree with 18 professional education units plus 6 units of Management	40 hrs of relevant training	2 years as Principal	RA 1080 Teacher/ PBET		ELEMENTARY
4	MASTER TEACHER II	OSEC-DECSB-MTCHR2-540618-1998	19	51357	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
5	MASTER TEACHER II	OSEC-DECSB-MTCHR2-540060-2016	19	51357	Master's degree in relevant strand/subject	12 hrs of training relevant to the subject area of specialization	5 years of relevant teaching/industry work experience	Applicants for permanent appointment: RA 1080(Teacher); if not RA 1080 eligible, they must pass the LET w/n 5 yrs after the date of first hiring Applicants for a contractual position: None Required Practitioners (Part-time only): None Required		SENIOR HIGH SCHOOL
6	MASTER TEACHER II	OSEC-DECSB-MTCHR2-540060-2016	19	51357	Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization	At least NC II + TMC I * Appropriate to the specialization	1 year of teaching experience and 1 yr of relevant industry work experience	Applicants for permanent appointment: RA 1080(Teacher); if not RA 1080 eligible, they must pass the LET w/n 5 yrs after the date of first hiring Applicants for a contractual position: None Required Practitioners (Part-time only): None Required		SENIOR HIGH SCHOOL
7	ADMINISTRATIVE ASSISTANT II	OSEC-DECSB-ADAS2-540137-2016	8	19744	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		SENIOR HIGH SCHOOL

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 September 23, 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. 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.

