Electronic copy to be submitted to the CSC FO must be in MS Excel format

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 au	uthorized to be fille	ed. at the De	epartment of	Education in	the CSC we	ebsite [*]
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ROTHEL R. CALINAO

HR-In-Charge

Date: N

November 22, 2021

	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary						
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Head Teacher I (Secondary)	OSEC-DECSB-HTEACH1-540005-2007	14	29,277.00	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	TIC for 1 year; or Teacher for 4 years	RA 1080 (Teacher)		Division of Samar

We are an equal opportunity agency and all qualified applicants will receive consideration for employment without regard to age, sex, sexual orientation and gender identity (SOGI), civil status, disability, religion, ethnicity or political affiliations.

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 2, 2021.

- 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.

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

ROTHEL R. CALINAO
HR-In-Charge
Arteche Blvd. Brgy. 7, Catbalogan City, 6700, Philippines
hrmodenedsamar@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.