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 authorized to be filled, at the Department of Education in the CSC website:

ROTHEL R. CALINAO

HRMO

Date: October 23, 2023

	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Master Teacher II	OSEC-DECSB-MTCHR2-540686-1998	19	51,357.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Educ. And 24 units for Master's degree in Education or its equivalent	4 hours relevant trainig	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Servic Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
2	Master Teacher I	OSEC-DECSB-MTCHR1-543509-1998	18	46,725.00	Bachelor of Elementary Education (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 years relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
3	Teacher III	OSEC-DECSB-TCH3-541252-2014	13	31,320.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar
4	Teacher II	OSEC-DECSB-TCH2-540569-2009	12	29,165.00	Bachelor of Elementary Education (BEED or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	RA 1080 (Teacher)	Self-management, Professionalism and Ethics, Result Focus, Teamwork, Service Orientation, Innovation, Oral Communication, Written Communication, Computer/ICT Skills	Division of Samar

5	Education Program Specialist II OSEC-DECSB-EPS2-540017-2014	16	39,672.00	Bachelor's degree in Education or its equivalent	4 hours of relevant training	education research,	PBET; Teacher Career Service (Professional)Appropriate Eligibility for Second Level Position	Result Focus, Teamwork,	Division of Samar
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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 November 2, 2023.

- 1. Letter of Intent addressed to the Office of the Schools Division Superintendent, stating the position applied for;
- 2. 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;
- 3. Performance rating in the last rating period (if applicable);
- 4. Photocopy of certificate of eligibility/rating/license;
- 5. Photocopy of Transcript of Records;
- 6. Updated Service Records/Certificate of Employment/Special Order of Assignment;
- 7. Certificates of Trainings/Attendance relevant to the position being applied for;
- 8. Certificate of Awards, Recognition, Appreciation, etc. and;
- 9. Omnibus Certification of authenticity and veracity of all documents, submitted, duly signed and notarized.
- 10. This office highly encourages all interested and qualified applicants and promotes 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 expresssion (SC

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

ROTHEL R. CALINAO				
HRMO				
Arteche Blvd. Brgy. 7, Catbalogan City, 6700, Philippines				
hrmodenedsamar@dened.gov.ph				

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.