



Republic of the Philippines
Department of Education
Region VIII (Eastern Visayas)
Baybay City Division
Baybay City, Leyte



Request for Publication of Vacant Positions

To: **CIVIL SERVICE COMMISSION (CSC)**

This is to request the publication of the following vacant positions of DepEd Baybay City Division in the CSC website:

RAUL D. AGBAN, Ed. D
OIC - Schools Division Superintendent

Date: August 3, 2020

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer II	ADOF2-540001-2020	11	22,316.00	Bachelor's Degree relevant to the job	None required.	None required.	Career Service (Professional)/ Second Level Eligibility		BAYBAY CITY DIVISION
2	Administrative Officer II	ADOF2-540002-2020								
3	Administrative Officer II	ADOF2-540003-2020								
4	Administrative Officer II	ADOF2-540004-2020								
5	Administrative Officer II	ADOF2-540005-2020								

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 August 21, 2020 ,not later 5:00 PM.

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1	Administrative Assistant III	ADAS3-540119-2017	9	18,784.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		BAYBAY CITY DIVISION
2	Administrative Assistant III	ADAS3-540120-2017								
3	Administrative Assistant III	ADAS3-540121-2017								
4	Administrative Assistant III	ADAS3-540122-2017								
5	Administrative Assistant II	ADAS2-540121-2017	8	17,505.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		
6	Administrative Assistant II	ADAS2-540123-2017								
7	Administrative Assistant II	ADAS2-540124-2017								

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1	Administrative Assistant III	ADAS3-540123-2017	9	18,784.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT - BAYBAY CITY DIVISION
2	Administrative Assistant III	ADAS3-540145-2018								
3	Administrative Assistant III	ADAS3-540146-2018								
4	Administrative Assistant III	ADAS3-540147-2018								
5	Administrative Assistant III	ADAS3-540148-2018								
6	Administrative Assistant III	ADAS3-540149-2018								
7	Administrative Assistant III	ADAS3-540150-2018								
8	Administrative Assistant III	ADAS3-540151-2018								
9	Administrative Assistant III	ADAS3-540152-2018								
10	Administrative Assistant III	ADAS3-540153-2018								
11	Administrative Assistant III	ADAS3-540154-2018								
12	Administrative Assistant III	ADAS3-540155-2018								
13	Administrative Assistant III	ADAS3-540156-2018								
14	Administrative Assistant III	ADAS3-540254-2014								
15	Administrative Assistant III	ADAS3-540255-2014								
16	Administrative Assistant III	ADAS3-540256-2014								
17	Administrative Assistant III	ADAS3-540270-2014								
18	Administrative Assistant III	ADAS3-540271-2014								

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1	Administrative Assistant II	ADAS2-540093-2018	8	17,505.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT - BAYBAY CITY DIVISION
2	Administrative Assistant II	ADAS2-540094-2014								
3	Administrative Assistant II	ADAS2-540125-2017								
4	Administrative Assistant I	ADAS1-540048-2014	7	16,458.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	None required.	None required.	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		
5	Administrative Aide VI	ADA6-540078-2014	6	15,524.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		CURRICULUM IMPLEMENTATION DIVISION - BAYBAY CITY DIVISION
6	Administrative Aide VI	ADA6-540079-2014								
7	Administrative Aide VI	ADA6-540081-2014								

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1	Administrative Assistant II	ADAS2-540001-2016	8	17,505.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		BAYBAY CITY DIVISION - SENIOR HIGH SCHOOL
2	Administrative Assistant II	ADAS2-540002-2016								
3	Administrative Assistant II	ADAS2-540003-2016								
4	Administrative Assistant II	ADAS2-540004-2016								
5	Administrative Assistant II	ADAS2-540005-2016								
6	Administrative Assistant II	ADAS2-540006-2016								
7	Administrative Assistant II	ADAS2-540007-2016								
8	Administrative Assistant II	ADAS2-540008-2016								
9	Administrative Assistant II	ADAS2-540009-2016								

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1	Administrative Assistant III	ADAS3-540078-2004	9	18,784.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		BAYBAY NHS
2	Administrative Assistant III	ADAS3-540124-2017								BUNGA NHS
3	Administrative Assistant III	ADAS3-540005-2014								MAKINHAS NHS - CIABU ANNEX
4	Administrative Assistant III	ADAS3-540004-2014								PLARIDEL NHS
5	Administrative Assistant III	ADAS3-540125-2017								POMPONAN NHS
6	Administrative Assistant II	ADAS2-540094-2018	8	17,505.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-Professional)/ First Level Eligibility		BAYBAY NHS
7	Administrative Assistant II	ADAS2-540126-2017								BUNGA NHS
8	Administrative Assistant II	ADAS2-540128-2017								POMPONAN NHS
9	Administrative Assistant II	ADAS2-540127-2017								PLARIDEL NHS

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1	School Principal II	SP2-540003-2017	20	52,703.00	Bachelor's degree in Elementary Education or Bachelor's degree with 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as a Principal	RA 1080 (Teacher)		BAYBAY CITY DIVISION
2	School Principal II	SP2-540004-2017								
3	School Principal II	SP2-540010-2018								
4	School Principal II	SP2-540011-2011								
5	School Principal II	SP2-540011-2018								
6	School Principal II	SP2-540044-2011								
7	School Principal II	SP2-540047-2011								
8	School Principal II	SP2-540052-2011								
9	School Principal II	SP2-540065-2011								
10	School Principal II	SP2-540107-2010								
11	School Principal II	SP2-540117-2010								
12	School Principal II	SP2-540123-2010								
13	School Principal II	SP2-540151-2010								

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1	School Principal I	SP1-540566-2010	19	46,791.00	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units	40 hours relevant training	HT for 1 year; or TIC for 2 years; or MT for 2 years; or Teacher for 5 years	RA 1080 (Teacher)		BCNNHS
2	School Principal I	SP1-540885-2010								BITANHUAN
3	School Principal II	SP2-540196-2010	20	52,703.00	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units + 6 units of Management	40 hours relevant training	1 year as Principal	RA 1080 (Teacher)		BUNGA NHS
4	School Principal II	SP2-540197-2010								CARIDAD NHS
5	School Principal II	SP2-540075-2010								PLARIDEL NHS
6	School Principal II	SP2-540115-2011								POMPONAN NHS
7	School Principal II	SP2-540015-2016								BAYBAY CITY SHS

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1	Assistant School Principal II	ASP2-540013-2016	19	46,791.00	Bachelor's degree in education with a major and minor, or Bachelor's degree in Arts and Science with at	8 hours relevant training	2 years of relevant experience	PBET / Teacher (RA 1080)		BAYBAY CITY SHS
2	Assistant School Principal II	ASP2-540014-2016								
3	Head Teacher IV	HTEACH4-540021-2017	17	38,464.00	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units with appropriate field of specialization	24 hours of relevant training	HT for 3 years; or MT for 2 years	RA 1080 (Teacher)		CARIDAD NHS
4	Head Teacher I	HTEACH1-540059-2016	14	29,277.00	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional education units with appropriate field of specialization	24 hours of relevant training	TIC for 1 year; or Teacher for 3 years	RA 1080 (Teacher)		BCNNHS
5	Head Teacher I	HTEACH1-540060-2016								MALILHI NHS

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