

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:


JULIUS CESAR L. DE LA CERNA
HRMO

Date: August 19, 2021

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	Disbursing Officer II	DO2-540003-2007	8	18251	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub- professional)/First Level Eligibility		Baybay National High School
2	Teacher I	TCH1-564824-1998	11	23877	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major.	None required	None required	RA 1080 (Teacher)		Bitanluan National High School
3	Teacher III (Senior High School)	TCH3-540078-2016	13	28276	For Academic Track: Bachelor's degree with a major in the relevant strand/subject; or any bachelor's degree plus at least 12 units towards Master's degree in relevant strand/subject. For TVL Track: Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization.	For Academic Track : 4 hours of training relevant to the subject area of specialization. For TVL Track: At least NCII + TMC I appropriate to the specialization	1 year of relevant teaching or 1 year of industry work experience	Applicants for permanent appointment: RA 1080 (Teacher); if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring. Applicants for a contractual position: None required Practitioners (part time only): None required		Baybay City 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 August 29, 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:

JULIUS CESAR L. DE LA CERNA

Administrative Officer IV/HRMO

Diversion Road, Brgy. Gaas Baybay City, Leyte

baybaycitydivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.