

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:


NANETTE G. PLA

Administrative Officer V

Date: October 15, 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	Education Program Supervisor	OSEC-DECSB-EPSVR-540096-2010	22	₱68,415.00	Master's degree in Education or other relevant degrees; Master's degree with a specific area of specialization	8 hours of training in management and supervision	at least 2 years experience as a Principal or Head Teacher or Master Teacher	PBET/LET/RA 1080	N/A	Elementary
2	Education Program Supervisor	OSEC-DECSB-EPSVR-540100-2010	22	₱68,415.00	Master's degree in Education or other relevant degrees; Master's degree with a specific area of specialization	8 hours of training in management and supervision	at least 2 years experience as a Principal or Head Teacher or Master Teacher	PBET/LET/RA 1080	N/A	Elementary
3	Public Schools District Supervisor	OSEC-DECSB-PSDS-540166-1998	22	₱68,415.00	Master's degree in Education or other relevant Master's degree	16 hours of relevant training	5 year cumulative experience in instructional supervision and school management	PBET/LET/RA 1080	N/A	Elementary
4	Education Program Specialist II	OSEC-DECSB-EPS2-540036-2014	16	₱36,628.00	Bachelor's degree in Education or its equivalent	4 hours of relevant training	2 years experience in education, research, development, implementation or other relevant experience	RA 1080/Career Service Professional/Appropriate Eligibility for Second Level Position	N/A	Elementary
5	School Principal III	OSEC-DECSB-SP3-540013-2019	21	₱60,901.00	Bachelor's degree in Education; or Bachelor's degree w/ 18 professional education units with appropriate field of specialization +6 units of Management	24 hours relevant training	2 years as Principal	PBET/LET/RA 1080	N/A	Elementary
6	School Principal II	OSEC-DECSB-SP2-540182-2011	20	₱54,251.00	BEED or Bachelor's degree plus 18 professional units in Education +6 units of Management	40 hours relevant training	1 year as Principal	RA 1080	N/A	Elementary

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 **October 26, 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 (1 copy)
2. Approved Performance Rating for the last three (3) consecutive rating periods prior to screening. For School Year: 2020-2021, 2019-2020, 2018-2019), For Calendar Year: 2020, 2019, 2018. (1 copy of each rating period)
3. Authenticated copy of PRC License/CSC Eligibility (1 copy)
4. Authenticated copy of Transcript of Records/Certification of Academic Requirements (CAR) issued by the President/School Head/Registrar of the concerned school (1 copy)
5. Updated Service Records, if any (1 copy)
6. Copy of previously approved appointment, if any (1 copy)

7. Authenticated copy of the Certificates of Completion, Trainings, Participation, etc. with supporting documents for outstanding awards and Resource Speakership (1 copy of each certificate)
8. Authenticated copy of the Certificates of Completion, Trainings, Participation, etc. (Three or more training activities participated in school, district, division or region and one (1) national or international training activity participated for at least three (3) days each not credited during the last promotion or within 5 years, whichever is later (1 copy of each certificate)
9. Authorship of books articles (published in a journal/newspaper/magazine of wide circulation), research (properly documented and implemented in schools, district, division, region, national), innovations (innovative work plan properly documented, approved by immediate chief and attested by authorized national/regional/division/school official (attach 1 copy each of the published book/article/copy of research/innovation which bears the name of the authors), etc.
10. Designation Orders, and other documents that have bearing in the evaluation.

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

JUDELLA R. LUMPAS EdD, CESO VI

OIC-Office of the Schools Division Superintendent

DepEd Biliran, Larrazabal, Naval, Biliran

biliran@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

INTERESTED APPLICANTS MUST REGISTER TO https://bit.ly/NT_TR_InfoPage