

Republic of the Philippines  
Department of Education  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Borongan City Division) in the CSC website:

  
CONIE ANN A. CHUA  
HRMO II

Date: February 20, 2019

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 Assistant II	OSEC-DECSB-ADAS2-540396-2016; 540390-2016	8	16,758.00	Completion of 2 years studies in college	4 hours of relevant experience	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility		Senior High School
2	Administrative Aide VI	OSEC-DECSB-ADA6-540026-2014; 540024-2014	6	14,847.00	Completion of 2 years studies in college or high school graduate with relevant vocational/trade course	No required training	No required experience	Career Service Professional (First Level Eligibility)		Borongan City Division
3	Teacher II	OSEC-DECSB-TCH2-540182-2000; 540583-2009; 540187-2013	12	22,149.00	BSED or Bachelor's degree plus 18 Professional units in Education	No training required	1 Year relevant experience	PBET/LET Teacher		Eastern Samar National Comprehensive High School
4	Teacher II	OSEC-DECSB-TCH2-540043-2018; 545989-1998	12	22,149.00	BEED or Bachelor's degree plus 18 Professional units in Education	No training required	1 Year relevant experience	PBET/LET Teacher		Borongan City Division - Elementary Education
5	Teacher I	OSEC-DECSB-TCH1-541346-2016	11	20,179.00	*Academic: Bachelors degree majoring in the relevant strand/subject; or any Bachelors degree with at least 15 units of specialization in relevant strand/subject. *TVL: Bachelors degree; or completion of technical-vocational course(s) in the area of specialization	*Academic None required *TVL least NC*II *Appropriate to the specialization	*Academic None required *TVL None required	* Regular applicants for a permanent position: RA 1080(Teacher); if not, they must pass the LET within five (5) years of hiring		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 March 2, 2019.

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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (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:

RAUL D. AGBAN, Ed.D  
OIC-Schools Division Superintendent  
San Fernando St. Brgy. G., Borongan City  
[borongancitydivision@yahoo.com](mailto:borongancitydivision@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.