

Republic of the Philippines
DepEd. Schools Division of CALBAYOG CITY
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 DepEd. Schools Division of Calbayog City in the CSC website:

GRACE S. PAGUNSAN

HRMO

Date 1/10/2019

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	
1	Public Schools District Supervisor	OSEC-DECSB-PSDS-540312-1998	22	704,604.00	Masters in Education or its equivalent;	16 hours of relevant training	2 years as School Principal III; or 4 years as School Principal II	PBET; Teacher	Schools Division of Calbayog City - Elementary
2	Master Teacher II	OSEC-DECSB-MTCHR2-540027-2008	19	505,188.00	Bachelor of Secondary Education (BSED) or Bachelor's Degree plus 18 professional units in education with appropriate major; and 24 units for a Master's Degree in Education or its equivalent	4 hours of relevant training	1 year as Master Teacher or 4 years as Teacher III	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Secondary
3	Master Teacher I	OSEC-DECSB-MTCHR1-540028-2008	18	457,020.00	Bachelor of Secondary Education (BSED) or Bachelor's Degree plus 18 professional units in education with appropriate major; and 18 units for a Master's Degree in Education or its equivalent	None Required	Three (3) years relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Secondary
4	Teacher III	OSEC-DECSB-TCH3-540167-2006	13	279,084.00	Bachelors Degree in Elem. Education (BSEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 2 years relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Elementary
5	Teacher III	OSEC-DECSB-TCH3-546379-1998	13	279,084.00	Bachelors Degree in Elem. Education (BSEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 2 years relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Elementary
6	Teacher III	OSEC-DECSB-TCHR3-541487-2018	13	290,688.00	Bachelors Degree in Secondary Education (BSEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 2 years relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Secondary
7	Teacher II	OSEC-DECSB-TCH2-540034-2013	12	256,644.00	Bachelors Degree in Elem. Education (BSEED) or Bachelors Degree plus 18 prof. units in Education	none required	At least 1 year relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Elementary
8	Teacher II	OSEC-DECSB-TCH2-540057-2013	12	256,644.00	Bachelors Degree in Sec. Education (BSED) or Bachelors Degree plus 18 prof. unit in education with appropriate major	none required	At least 1 year relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Secondary

No	Position Title (Parentetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
9	Teacher II	OSEC-DECSB-TCH2-540168-2006	12	256,644.00	Bachelors Degree in Sec. Education (BSED) or Bachelors Degree plus 18 prof. unit in education with appropriate major	none required	At least 1 year relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Secondary
10	Teacher II	OSEC-DECSB-TCH2-540384-2018	12	256,644.00	Bachelors Degree in Sec. Education (BSED) or Bachelors Degree plus 18 prof. unit in education with appropriate major	none required	At least 1 year relevant experience	PBET/ TEACHER/ RA-1080	Schools Division of Calbayog City - Secondary
11	Teacher I	OSEC-DECSB-TCH1-540751-2015	11	242,148.00	Bachelors Degree in Sec. Education (BSED) or Bachelors Degree plus 18 prof. unit in education with appropriate major	none required	none required	PBET/ TEACHER/ RA-1081	Schools Division of Calbayog City - Secondary
12	Teacher I	OSEC-DECSB-TCH1-540787-2015	11	242,148.00	Bachelors Degree in Sec. Education (BSED) or Bachelors Degree plus 18 prof. unit in education with appropriate major	none required	none required	PBET/ TEACHER/ RA-1081	Schools Division of Calbayog City - Secondary
13	Teacher I	OSEC-DECSB-TCH1-542392-2012	11	242,148.00	Bachelors Degree in Sec. Education (BSED) or Bachelors Degree plus 18 prof. unit in education with appropriate major	none required	none required	PBET/ TEACHER/ RA-1081	Schools Division of Calbayog City - Secondary
14	Teacher I	OSEC-DECSB-TCH1-540519-2011	11	242,148.00	Bachelors Degree in Sec. Education (BSED) or Bachelors Degree plus 18 prof. unit in education with appropriate major	none required	none required	PBET/ TEACHER/ RA-1081	Schools Division of Calbayog City - Secondary
15	Administrative Asst. III (Senior Bokkeeper)	OSEC-DECSB-ADAS3-540023-2018	9	203,832.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary
16	Administrative Asst. III (Senior Bokkeeper)	OSEC-DECSB-ADAS3-540024-2018	9	203,832.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary
17	Administrative Asst. III (Senior Bokkeeper)	OSEC-DECSB-ADAS3-540025-2018	9	203,832.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary
18	Administrative Asst. III (Senior Bokkeeper)	OSEC-DECSB-ADAS3-540026-2018	9	203,832.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary
19	Administrative Asst. III (Senior Bokkeeper)	OSEC-DECSB-ADAS3-540027-2018	9	203,832.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary
20	Administrative Asst. III (Senior Bokkeeper)	OSEC-DECSB-ADAS3-540028-2018	9	203,832.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary
21	Administrative Asst. III (Senior Bokkeeper)	OSEC-DECSB-ADAS3-540029-2018	9	203,832.00	Completion of two (2) years studies in college	Four (4) hrs. of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility	Schools Division of Calbayog City - Elementary

No	Position Title (Parenthetical Title, if applicable)	Particular Item No.	Salary/ Job Pay Grade	Monthly Salary	Qualification Standards						Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)		
22	ADMINISTRATIVE ASST. III (Senior Bookkeeper)	OSEC-DECSB-ADAS3- 540030-2018	9	203 832 00	Completion of two (2) years studies in college	Four (4) hrs of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility		Schools Division of Cebu City - Elementary	
23	ADMINISTRATIVE ASST. III (Senior Bookkeeper)	OSEC-DECSB-ADAS3- 540031-2018	9	203 832 00	Completion of two (2) years studies in college	Four (4) hrs of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility		Schools Division of Cebu City - Elementary	
24	ADMINISTRATIVE ASST. III (Senior Bookkeeper)	OSEC-DECSB-ADAS3- 540032-2018	9	203 832 00	Completion of two (2) years studies in college	Four (4) hrs of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility		Schools Division of Cebu City - Elementary	
25	ADMINISTRATIVE ASST. III (Senior Bookkeeper)	OSEC-DECSB-ADAS3- 540033-2018	9	203 832 00	Completion of two (2) years studies in college	Four (4) hrs of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility		Schools Division of Cebu City - Elementary	
26	ADMINISTRATIVE ASST. III (Senior Bookkeeper)	OSEC-DECSB-ADAS3- 540034-2018	9	203 832 00	Completion of two (2) years studies in college	Four (4) hrs of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility		Schools Division of Cebu City - Elementary	
27	ADMINISTRATIVE ASST. II (Clerk IV)	OSEC-DECSB-ADAS2- 540022-2018	8	189,816 00	Completion of two (2) years studies in college	Four (4) hrs of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility		Schools Division of Cebu City - Elementary	
28	ADMINISTRATIVE ASST. II (Disbursing Officer III)	OSEC-DECSB-ADAS2- 540023-2018	8	189,816 00	Completion of two (2) years studies in college	Four (4) hrs of relevant training	one (1) year of relevant experience	Career Service Subprofessional/1st level eligibility		Schools Division of Cebu City - PLMSF	

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 19, 2018:

- 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 for the last three years (if applicable);
- 3 Omnibus Certification of Authenticity;
- 4 Photocopy of certificate of eligibility/rating/license & trainings attended. Certificates of Awards/Recognition received.
- 5 Certificate of Employment with period and Actual Duties & Function; and
- 6 Photocopy of Transcript of Records.

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

GRACE S. PAGUNSAN

Administrative Officer IV
 Brgy. Hamgrawon, Calbayog City
 DepEd Calbayog Division Office 540016001

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.