

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: 11/25/2019

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	Competency (if applicable)	
1	Master Teacher I	OSEC-DECSB-MTCHR1-540043-2013	18	40,637.00	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	Interpersonal Effectiveness -Building Trust Communication Skills Thinking/Conceptual Skills Management Planning	Schools Division of Calbayog City - Secondary
2	Teacher III	OSEC-DECSB-TCH3-541281-2015	13	25,232.00	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	Self-management; Professionalism and Ethics; Result Focus; Teamwork; Service Orientation; Innovation; Oral Communication; Written Communication; Computer/ICT Skills	Schools Division of Calbayog City - Junior

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 December 5, 2019.
All qualified applicants including Persons with Disability (PWD), Indigenous People (IP) and Sexual Orientation and Gender Identity (SOGI) are encouraged to apply. PWD may request in advance for assistance needed during the hiring process.

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 and other applicable documents for ranking.

QUALIFIED APPLICANTS are advised to hand in or send through courier their application (hard copies) to:

THELMA CABADSAN-QUITALIG, Ph. D., CESO V

Schools Division Superintendent

c/o **GRACE S. PAGUNSAN**

Administrative Officer IV

Brgy. Hamorawon, Calbayog City

depedcalbayogdivision@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.