

Republic of the Philippines
DEPARTMENT OF EDUCATION
Schools Division of Catbalogan 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, Division of Catbalogan City in the CSC website:



ARIES C. COMEQUE
HRMO II

Date: September 18, 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	Teacher II (Senior High School)	OSEC-DECSB-TCH2-542472-2017, OSEC-DECSB-TCH2-540593-2016, OSEC-DECSB-TCH2-541391-2017, OSEC-DECSB-TCH2-542468-2017, OSEC-DECSB-TCH2-541392-2017, OSEC-DECSB-TCH2-541418-2017, OSEC-DECSB-TCH2-540312-2018, OSEC-DECSB-TCH2-540313-2018	SG-12	Php22,938	<i>(TVL)</i> Bachelor's degree holder; or graduate of technical vocational course(s) in the area of specialization	Atleast NCII+TMCI *Appropriate to the specialization	6 months of relevant teaching or 6 months of industry work experience.	<ul style="list-style-type: none"> Applicants for a permanent position: RA1080(Teacher); if not, they must pass the LET with in five(5) years of hiring Applicants for a contractual position: None required Practitioners (part-time only): None required 		<i>Division of Catbalogan City</i>
					<i>(Academic)</i> Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject.	None Required	None Required			
2	Teacher I (Secondary)	OSEC-DECSB-TCH1-542071-2012, OSEC-DECSB-TCH1-541167-2015, OSEC-DECSB-TCH1-540537-2002, OSEC-DECSB-TCH1-540775-2002, OSEC-DECSB-TCH1-540751-2018	SG-11	Php20,754	Bachelor's degree in secondary education or Bachelor's degree with at least 18 professional units in education with appropriate major	None Required	None Required	PBET/Teacher RA 1080.		<i>Division of Catbalogan City</i>
3	Teacher I (Secondary)	OSEC-DECSB-TCH1-540563-2014, OSEC-DECSB-TCH1-542097-2012, OSEC-DECSB-TCH1-571697-1998, OSEC-DECSB-TCH1-571693-1998, OSEC-DECSB-TCH1-571725-1998, OSEC-DECSB-TCH1-566466-1998, OSEC-DECSB-TCH1-571749-1998	SG-11	Php20,754	Bachelor's degree in secondary education or Bachelor's degree with at least 18 professional units in education with appropriate major	None Required	None Required	PBET/Teacher RA 1080.		<i>Samar National School</i>

4	Teacher I (Elementary)	OSEC-DECSB-TCH1-570746-1998	SG-11	Php20,754	Bachelor's degree in elementary education or Bachelor's degree with at least 18 professional units in education	None Required	None Required	PBET/Teacher RA 1080.		<i>Division of Catbalogan City</i>
5	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540002-2014, OSEC-DECSB-ADAS3-540035-2018, OSEC-DECSB-ADAS3-540036-2018	SG-9	Php17,975	Completion of two-years studies in college	4 hours of relevant training	One (1) year relevant experience	Career Service (Subprofessional) First Level Eligibility.		<i>Division of Catbalogan City</i>
6	Administrative Assistant III (Secretary II)	OSEC-DECSB-ADAS3-540045-2018	SG-09	Php17,975	Completion of two-years studies in college	4 hours of relevant training	One (1) year relevant experience	Career Service (Subprofessional) First Level Eligibility		<i>Division of Catbalogan City</i>

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 September 30, 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;
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:

ARIES C. COMEQUE

 HRMO II

 DepEd, Division of Catbalogan City

depedcatbalogancitydivision15@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.