Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines MAASIN CITY DIVISION Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

KARENJANE B. ESPINA HRMO

Date:

October 2, 2020

	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
No.					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	I TEACHERIII	OSEC-DECSB-TCH3-540026-2015 OSEC-DECSB-TCH3-541073-2015	13	26,754.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET, Teacher		Maasin City Division
2	TEACHER II	OSEC-DECSB-TCH2-547058-1998	12	24,495.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	PBET, Teacher		Maasin City Division
3	TEACHER I	OSEC-DECSB-TCH1-572163-1998	11	22,316.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	None required	PBET, Teacher		Maasin City Division

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 12, 2020. 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 in the last rating period (if applicable);
- 3. Photocopy of certificate of eligibility/rating/license and trainings attended; Certificates of Awards/Recognition received;
- 4. Certificate of Employment with period and Actual Duties and Function;
- 5. Photocopy of Transcript of Recordsand other applicable documents for ranking; and
- 6. Omnibus Certification of Authenticity.

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

GENIS S. MURALLOS, Ed. D., CESO V

Schools Division Superintendent

c/o KAREN JANE B. ESPINA

Administrative Officer IV

karenjane.espina@deped.gov.ph

Government Center, Brgy. Combado, Maasin City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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1	TEACHER I (Academic)	OSEC-DECSB-TCH1-541331-2016	11		Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 15 units of specialization in the relevant strand/subject	None required	None required	For PERMANENT: RA 1080 (Teacher), if not, they must pass the LET within 5 years after the date of first hiring (provisional appointments shall be effective not beyond the school year, subject to reappointment); For CONTRACTUAL and PRACTITIONERS (Part- Time): None required		Maasin City Division

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