

Republic of the Philippines  
Department of Education - Ormoc City Division  
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-Ormoc City Division in the CSC website:

**MAHALIA M. LAURON**  
HRMO  
Date: November 19, 2020

No.	Position Title (Parentetical Title, if applicable)	Planilla Item No.	Salary / Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Teacher I	OSEC-DECSB-TCH1-541272-2016	11	22,316	Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization	At least NC II *Appropriate to the specialization	None Required	Applicants for permanent appointment: RA 10801 (Teacher), if not RA 10801 apply; they must pass the LET with 5 yrs after the date of first hiring. Applicants for a contractual position: None Required. (Part-time only); None Required.		Senior High
2	Teacher I	OSEC-DECSB-TCH1-541272-2016	11	22,316	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree w/ at least 15 units of specialization in the relevant strand/subject	None Required	None Required	Applicants for permanent appointment: RA 10801 (Teacher), if not RA 10801 apply; they must pass the LET with 5 yrs after the date of first hiring. Applicants for a contractual position: None Required. (Part-time only); None Required.		Senior High
3	Teacher II	OSEC-DECSB-TCH2-540632-2012	12	24,495	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	None Required	1 yr relevant experience	RA 10801 (TEACHER) /PBET		Secondary
4	Teacher II	OSEC-DECSB-TCH2-540205-2011	12	24,495	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	None Required	1 yr relevant experience	RA 10801 (TEACHER) /PBET		Secondary
5	Teacher II	OSEC-DECSB-TCH2-544931-1998	12	24,495	Bachelor of Elementary Education (BEEEd) or Bachelor's degree plus 18 professional units in Education	None Required	1 yr relevant experience	RA 10801/ PBET/ TEACHER		Elementary

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

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 29, 2020**.

1. Personal Data Sheet (CS Form 212, Revised 2017)
2. Copy of PRC Board Ratings and ID or CSC Eligibility (for non-teaching positions)
3. Performance Rating for the last 3 rating periods
4. Updated Service Record
6. Copy of designation in a form of Special Order/Memo, if any
7. Certificate of Participation, Completion, Trainings, Seminar-Workshop earned within 5 years or date of last promotion
8. Certificate of Recognition, Appreciation, Awards earned within 5 years or date of last promotion whichever is later
9. Copy of approved research, if any
10. Copy of related articles, books published in wide circulation, if any

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

**MAHALIA M. LAURON**  
Administrative Officer IV - Personnel  
Brgy. Punta, Ormoc City  
[deped.ormoc.hrmo@gmail.com](mailto:deped.ormoc.hrmo@gmail.com)

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					Education	Training	Experience	Eligibility	Competency (if applicable)		
6	Teacher II	OSEC-DECSB-TCH2-540289-2018	12	24,495	Bachelor of Elementary Education (BEEEd) or Bachelor's degree plus 18 professional units in Education	None Required	1 yr relevant experience	RA 1080/ PBET/ TEACHER			Elementary
7	Teacher I	OSEC-DECSB-TCH1-543986-2018	11	22,316	Bachelor of Elementary Education (BEEEd) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080/ PBET/ TEACHER			Elementary
8	Teacher III	OSEC-DECSB-TCH3-545476-1998	13	26,754	Bachelor of Elementary Education (BEEEd) or Bachelor's degree plus 18 professional units in Education	None Required	2 yrs relevant experience	RA 1080/ PBET/ TEACHER			Elementary
9	Teacher II	OSEC-DECSB-TCH2-540109-2014	12	24,495	Bachelor of Elementary Education (BEEEd) or Bachelor's degree plus 18 professional units in Education	None Required	1 yr relevant experience	RA 1080/ PBET/ TEACHER			Elementary
10	Teacher I	OSEC-DECSB-TCH1-540070-2011	11	22,316	Bachelor of Elementary Education (BEEEd) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080/ PBET/ TEACHER			Elementary

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11	Teacher II	OSEC-DECSB-TCH2-540551-2012	12	24,495	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	1 yr relevant experience	RA 1080/ PBET/ TEACHER		Elementary
12	Teacher I	OSEC-DECSB-TCH1-557888-1998	11	22,316	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080/ PBET/ TEACHER		Elementary
13	Teacher II	OSEC-DECSB-TCH2-540107-2014	12	24,495	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	1 yr relevant experience	RA 1080/ PBET/ TEACHER		Elementary
14	Teacher I	OSEC-DECSB-TCH1-540450-2016	11	22,316	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080/ PBET/ TEACHER		Elementary
15	Teacher I	OSEC-DECSB-TCH1-543955-2018	11	22,316	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080/ PBET/ TEACHER		Elementary

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					Education	Training	Experience	Eligibility		
16	Teacher II	OSEC-DECSB-TCH2-544854-1998	12	24,495	Bachelor of Elementary Education (BEEEd) or Bachelor's degree plus 18 professional units in Education	None Required	1 yr relevant experience	RA 1080/ PBET/ TEACHER		Elementary
17	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540015-2017	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Elementary
18	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540263-2014	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Elementary
19	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540060-2004	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Secondary
20	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540022-2017	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Secondary

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21	Administrative Assistant II (Disbursing Officer I)	OSEC-DECSB-DO2-540006-2009	8	17,505	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Secondary
22	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540023-2017	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Secondary
23	Administrative Assistant II (Administrative Assistant)	OSEC-DECSB-ADAS2-540068-2018	8	17,505	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Secondary
24	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540197-2014	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		SDO
25	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540017-2017	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Elementary

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26	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540103-2018	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Elementary
27	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-540024-2017	9	18,784	Completion of 2 yrs studies in college	4 hrs relevant training	1 yr relevant experience	Career Service (Subprofessional) First Level Eligibility		Secondary

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