


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
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 DEPARTMENT OF EDUCATION in the CSC website:

  
MAHALIA M. LAURON  
HRMO

Date: 19.Jul.23

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 I	OSEC-DECSB-TCH1-543545-2015	11	27000	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	RA 1080 Teacher		ELEMENTARY
2	MASTER TEACHER II	OSEC-DECSB-MTCHR2-540086-2021	19	51357	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education, and 24 units for a Master's degree in Education or its equivalent	4 hours of relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 / TEACHER / PBET		ELEMENTARY
3	MASTER TEACHER II	OSEC-DECSB-MTCHR2-540057-2016	19	51357	Master's degree in relevant strand/subject	12 hrs of training relevant to the subject area of specialization	5 years of relevant teaching/industry work experience	Applicants for permanent appointment: RA 1080(Teacher); if not RA 1080 eligible, they must pass the LET w/n 5 yrs after the date of first hiring Applicants for a contractual position: None Required Practitioners (Part time only): None Required		SENIOR HIGH
4	MASTER TEACHER II	OSEC-DECSB-MTCHR2-540057-2016	19	51357	Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization	At least NC II + TMC I * Appropriate to the specialization	1 year of teaching experience and 1 yr of relevant industry work experience	Applicants for permanent appointment: RA 1080(Teacher); if not RA 1080 eligible, they must pass the LET w/n 5 yrs after the date of first hiring Applicants for a contractual position: None Required Practitioners (Part time only): None Required		SENIOR HIGH
5	SCHOOL PRINCIPAL III	OSEC-DECSB-SP3-540005-2020	21	63997	Bachelor of Elementary Education; or Bachelor's degree with 18 professional education units plus 6 units of Management	40 hrs of relevant training	2 years as Principal	RA 1080 Teacher/ PBET		ELEMENTARY

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 July 29, 2023.

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](http://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.
5. 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
11. The agency is compliant to DepEd Order No. 29, s. 2002 and CSC MC No. 7, s. 2014 on equal employment opportunity policy to cater diverse applicants on all levels of position, provided that applicants meet the minimum requirements for the position regardless of age, gender, civil status, religion, disability, ethnicity, political affiliation or other characteristics protected by the

law such as but not limited to persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities and expressions (SOGIE).  
PWD applicants in need of assistance should notify the HR prior to scheduled date of exam and interview.

**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

[hr.ormoc@deped.gov.ph](mailto:hr.ormoc@deped.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

