

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:


MARIA FELMAR G. OLOR

HRMO

Date: July 13, 2020

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	Medical Officer III	MDOF-540078-2010	21	59,353	Doctor of Medicine	None required	None required	RA 1080 (Physician)		
2	Dentist II	DENT2-540067-1998	17	38,464	Doctor of Dental Medicine or Dental Surgery	4 hours of relevant training	1 year of relevant experience	RA 1080 (Dentist)		
3	Administrative Officer II (Administrative Officer I)	ADOF2-540009-2019	11	22,316	Bachelor's degree	None required	None required	Career Service (Professional), Second Level Eligibility		
4	Teacher III (Elementary Grades)	TCH3-540010-2017 ; TCH3-540819-2019	13	26,754	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET, Teacher		

5	Administrative Aide III (Driver I)	ADA3-540110-2004	3	13,019	Elementary School Graduate	None required	None required	Driver's License (MC 11, s. 96 - Cat. IV, as amended)		
6	Administrative Aide I (Utility Worker I)	ADA1-540162-2004 ; ADA1-540158-2004	1	11,551	Must be able to read and write	None required	None required	None required (MC 11, s. 96 - Cat. III, as amended)		
7	Administrative Assistant II (Property Custodian)	ADAS2-540198-2016	8	17,505	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)		
8	Administrative Aide VI (Data Entry Machine Operator I)	ADA6-540082-2014	6	15,524	Completion of two years in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional), Data Encoder (MC 11, s. 96 - Cat. I), First Level Eligibility		
9	Administrative Aide III (Clerk I)	ADA3-540120-2004	3	13,019	Completion of two years studies in college	None required	None required	Career Service (Subprofessional), First Level Eligibility		
10	Teacher I (Secondary Grades)	TCH1-540193-2006 ;	11	22,316	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	PBET, Teacher		

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 31, 2020.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
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:

MARIA FELMAR G. OLOR

AO IV / Personnel

Mantahan, Maasin City, Southern Leyte

maria.olor@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.