

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: June 11, 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 (Elementary Grades)	544396-1998, 540447-2006	12	22,938	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education, or BSED, or its equivalent ,	None required	1 year of relevant experience	PBET, Teacher		
2	Master Teacher I (Secondary Grades)	540071-2013	18	40,637	Bachelor's degree in education or its equivalent, or Bachelor's degree in Arts and Sciences with at least eighteen (18) units in professional education	4 hours of relevant training	1 year of relevant experience	PBET/Teacher/RA 1080		
3	Senior Bookkeeper (Secondary Grades)	540020-2011	9	17,975	Completion of two years in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional), First Level Eligibility		
4	Administrative Aide I (Utility Worker I) Secondary Grades	540178-2004	1	11,068	Must be able to read and write	None required	None required	None required (MC 11, s. 96 - Cat. III, as amended)		

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 June 24, 2019.

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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.