

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 filed, at the DEPARTMENT OF EDUCATION in the CSC website:

No.	Position Title (Parent/child Title, if applicable)	Pianilla Item No.	Salary/ Job Pay Grade	Monthly Salary	Education	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
						Training	Experience	None Required			
1	TEACHER I	OSEC-DECSB-TCH1-419744-1988	11	23,877.00	BACHELOR OF ELEMENTARY EDUCATION; OR BACHELORS DEGREE WITH 18 PROFESSIONAL UNITS IN EDUCATION	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	RA1080 (TEACHER)		DIVISION OF CATANDUANES (ELEMENTARY)
2	HEAD TEACHER III	OSEC-DECSB-HTEACH3-390837-1988	16	36,628.00	BACHELOR'S DEGREE IN ELEMENTARY EDUCATION; OR BACHELOR'S DEGREE WITH 18 PROFESSIONAL EDUCATION UNITS	24 HOURS OF RELEVANT TRAINING	HEAD TEACHER FOR 2 YEARS; OR TEACHER-IN-CHARGE FOR 2 YEARS; OR TEACHER FOR 5 YEARS		RA1080 (TEACHER)		DIVISION OF CATANDUANES (ELEMENTARY)

Date: \_\_\_\_\_

MARCELLE B. MAIVE  
Administrative Officer IV

3:20  
DIRECTOR II

Electronic copy to be submitted to the CSC PD must be an MS Excel file

This agency upholds Equal Employment Opportunity Principle: "that this shall be no discrimination in selection of employees on account of age, school, gender, ethnicity, social status, income class, paternity and filiation, political affiliation or other similar factors/personal circumstances which run counter to the principles of merit, fitness for the job and equal opportunity."

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 August 7, 2021.

1. Letter of Intent
2. 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);
3. Performance rating for the last 3 years signed by the immediate head;
4. Updated Service Record;
5. Certificate of Eligibility/Qualification;
6. Photocopy of certificate of eligibility/rating/licence;
7. Photocopy of Transcript of Records;
8. Certificate of Relevant trainings/seminars attended; and
9. Other document relevant to the position applied for.
10. For more details, please contact 0291353325

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

SUSAN S. COLLADO  
Assistant Secretary  
CSC - Office of the Senior Division Superintendent  
DepEd - SDO Catanduanes, San Roque, Virac, Catanduanes  
[scollado@doe.doe.gov.ph](mailto:scollado@doe.doe.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.