

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:



MARICHELLE B. LLAVE
Administrative Officer IV

Date: June 9, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-390190-2010	20	54,251.00	BACHELOR'S DEGREE IN SECONDARY EDUCATION; OR BACHELOR'S DEGREE W/ 18 PROFESSIONAL EDUCATION UNITS + 6 UNITS OF MANAGEMENT	40 HOURS OF RELEVANT TRAINING	1 YEAR AS PRINCIPAL	RA1080 (TEACHER)		GIGMOTO RURAL DEVELOPMENT HIGH SCHOOL
2	SCHOOL PRINCIPAL I	OSEC-DECSB-SP1-390419-2010	19	48,313.00	BACHELOR'S DEGREE IN SECONDARY EDUCATION; OR BACHELOR'S DEGREE W/ 18 PROFESSIONAL UNITS IN EDUCATION	40 HOURS OF RELEVANT TRAINING	HT FOR 1 YEAR; OR TIC FOR 2 YEARS; OR MT FOR 2 YEARS; OR TEACHER FOR 5 YEARS	RA1080 (TEACHER)		CABCAB NATIONAL HIGH SCHOOL
3	TEACHER III (ACADEMIC TRACK)	OSEC-DECSB-TCH3-390015-2018	13	28,276.00	BACHELORS DEGREE WITH A MAJOR IN THE RELEVANT STRAND/SUBJECT, OR ANY BACHELORS DEGREE PLUS AT LEAST 12 UNITS TOWARDS A MASTERS DEGREE IN RELEVANT STRAND/SUBJECT	4 HOURS OF TRAINING RELEVANT TO THE SUBJECT AREA SPECIALIZATION	1 YEAR OF RELEVANT TEACHING/INDUSTRY WORK EXPERIENCE	*APPLICANTS FOR A PERMANENT POSITION, RA 1080 (TEACHER); IF NOT RA 1080 ELIGIBLE, THEY MUST PASS THE LET WITHIN 3 YEARS AFTER THE DATE OF FIRST REQUIRING *APPLICANTS FOR A CONTRACTUAL POSITION, NONE REQUIRED *PRACTITIONERS (PART TIME ONLY); NONE REQUIRED		SENIOR HIGH SCHOOL
4	ADMINISTRATIVE ASSISTANT II	OSEC-DECSB-ADAS2-390211-2016	8	18,251.00	COMPLETION OF TWO-YEAR STUDIES IN COLLEGE	4 HOURS OF RELEVANT TRAINING	1 YEAR OF RELEVANT EXPERIENCE	CAREER SERVICE (SUB PROFESSIONAL/FIRST LEVEL ELIGIBILITY)		SENIOR HIGH SCHOOL

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 19, 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;
3. Performance rating for the last 3 years signed by the immediate head;
4. Updated Service Record;
5. Last approved appointment;
6. Photocopy of certificate of eligibility/rating/license;
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 09291385325

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

DANILO E. DESPI
Schools Division Superintendent
DepEd - SDO Catanduanes, San Roque, Vrac, Catanduanes
personnelsection.ctd@deped.gov.ph

This agency upholds Equal Employment Opportunity Principle: "that this shall be no discrimination in selection of employees on account of age, school, gender, civil status, disability, religion, 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."

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.