

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:



Date: **JULIENNE ERASME BALZAN-TOLENTINO**

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Place of Assignment
					Education	Training	Experience	
1	TEACHER I (ACADEMIC TRACK)	OSEC-DECSB-TCH1-396278-2018	11	27,000.00	BACHELOR'S DEGREE WITH A MAJOR IN THE RELEVANT STRAND/SUBJECT; OR ANY BACHELOR'S DEGREE WITH AT LEAST 15 UNITS OF SPECIALIZATION IN THE RELEVANT STRAND/SUBJECT	NONE REQUIRED	NONE REQUIRED	SENIOR HIGH SCHOOL
2	TEACHER I	OSEC-DECSB-TCH1-427015-1998	11	27,000.00	BACHELOR OF SECONDARY EDUCATION (BSED) OR BACHELOR'S DEGREE PLUS 18 PROFESSIONAL UNITS IN EDUCATION WITH APPROPRIATE MAJOR	NONE REQUIRED	NONE REQUIRED	PANDAN SCHOOL OF ARTS AND TRADE

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 February 19, 2024.

- Letter of Intent
- Duly accomplished Personal Data Sheet (CS Form 212, Revised 2017) together with the Work Experience Sheet (if applicable), you may download the form at bit.ly/F212_PDS & bit.ly/WES_PDS
- Photocopy of valid and updated PRC License/ID, if applicable;
- Photocopy of Certificate of Eligibility/Rating, if applicable;
- Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available;
- Photocopy of Certificate/s of Training, if applicable;
- Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
- Photocopy of latest appointment, if applicable;
- Photocopy of the Performance Rating in the last rating period(s) covering one (1) year performance in the current/latest position prior to the deadline of submission, if applicable;
- Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form (Annex C), you may download the form at [bit.ly/Annex C](http://bit.ly/Annex_C)
- Other documents but not limited to (Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning & Development reckoned from the date of last issuance of appointment.
- For more details, please contact 09856064971 or email us thru personnelsection.ctd@deped.gov.ph

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

MARICHELLE B. LLAVE
Administrative Officer IV
DepEd - SDO Catanduanes, San Roque, Virac, Catanduanes
personnelsection.ctd@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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."

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DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions

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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
March 11, 2024

Electronic copy to be submitted to the CSC FO must be in MS Excel format

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Education	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
						Training	Experience	Senior Human Resource Specialist			
1	SPECIAL SCIENCE TEACHER I	OSEC-DECSB-SPEST1-39004-2017	13	31,320.00	BACHELOR'S DEGREE IN A SPECIALIZED FIELD IN SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS, OR OTHER APPLIED COURSES AS IDENTIFIED AND APPROVED BY DOST AS PRIORITY SAT COURSES	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	BA 1080 (TEACHER) SECONDARY IF NOT BA 1080 ELIGIBLE APPLICANT MUST PASS THE LET WITHIN FIVE (5) YEARS AFTER THE DATE OF FIRST HIRING		SENIOR-HIGH SCHOOL
2	SPECIAL SCIENCE TEACHER I	OSEC-DECSB-SPEST1-39004-2017	13	31,320.00	BACHELOR'S DEGREE IN A SPECIALIZED FIELD IN SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS, OR OTHER APPLIED COURSES AS IDENTIFIED AND APPROVED BY DOST AS PRIORITY SAT COURSES	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	BA 1080 (TEACHER) SECONDARY IF NOT BA 1080 ELIGIBLE APPLICANT MUST PASS THE LET WITHIN FIVE (5) YEARS AFTER THE DATE OF FIRST HIRING		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 March 21, 2024.

1. Letter of Intent addressed to the Head of Office
2. Duly accomplished Personal Data Sheet (CS Form 212; Revised 2017) together with the Work Experience Sheet (if applicable), you may download the form at bit.ly/F212_PDS & bit.ly/WES_PDS
3. Photocopy of valid and updated PRC License/ID, if applicable;
4. Photocopy of Certificate of Eligibility/Rating, if applicable;
5. Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available;
6. Photocopy of Certificate of Training, if applicable;
7. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
8. Photocopy of latest appointment, if applicable;
9. Photocopy of the Performance Rating in the last rating period(s) covering one (1) year performance in the current/latest position prior to the deadline of submission, if applicable;
10. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form (Annex C), you may download the form at bit.ly/Annex_C
11. Other documents but not limited to (Means of Verification (M/Vs) showing Outstanding Accomplishments, Application of Education, and Application of Learning & Development reckoned from the date of last issuance of appointment.
12. For more details, please contact 09810357708 or email us thru personnelsection.cid@deped.gov.ph

MARICHELLE B. LLAVE

Administrative Officer IV
DepEd - SDO Catanduanes, San Roque, Virac, Catanduanes
personnelsection.cid@deped.gov.ph

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