

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
January 4, 2024

| No. (Parenthetical Title, if applicable) | Position Title | Plantilla Item No. | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards <i>See Annex C</i> | | | | Competency (if applicable) | Place of Assignment |
|---|-----------------------|-----------------------------|------------------------------|----------------|--|--|---------------|---|-------------------------------|---------------------|
| | | | | | Education | Training | Experience | Eligibility | | |
| 1 | TEACHER I (TVL TRACK) | OSEC-DECSB-TCH1-392176-2017 | 11 | 27,000.00 | BACHELOR'S DEGREE OR COMPLETION OF TECHNICAL-VOCATIONAL COURSE (S) IN THE AREA OF SPECIALIZATION | AT LEAST NC-II APPROPRIATE TO THE SPECIALIZATION | NONE REQUIRED | <p>*APPLICANTS FOR A PERMANENT APPOINTMENT IN A REMUNERATED POSITION MUST BE AT LEAST 18 YEARS OLD AND NOT YET ELIGIBLE. THEY MUST PASS THE LET WITHIN 5 YEARS AFTER THE DATE OF FIRST HIRING.</p> <p>*APPLICANTS FOR A CONTRACTUAL POSITION: NONE REQUIRED</p> <p>*PRACTITIONERS (PART-TIME ONLY): NONE REQUIRED</p> | | 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 January 15, 2024

1. Letter of Intent
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/degree, if available;
6. Photocopy of Certificates 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 (MOV's) 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 05858064971 or email us thru 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."

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.