

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:

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



MARICHELLE B. LLAVE
Administrative Officer IV

Date: April 12, 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	HEAD TEACHER III	OSEC-DECSB-HTEACH3-390019-2009	16	36,628.00	BACHELOR'S DEGREE IN SECONDARY EDUCATION (BSED); OR BACHELOR'S DEGREE W/ 18 PROFESSIONAL UNITS IN EDUCATION WITH APPROPRIATE MAJOR	24 HOURS OF RELEVANT TRAINING	HEAD TEACHER FOR 2 YEARS; OR TEACHER FOR 5 YEARS	RA1080 (TEACHER)		CATANDUANES NATIONAL HIGH SCHOOL
2	HEAD TEACHER III	OSEC-DECSB-HTEACH3-390044-1998	16	36,628.00	BACHELOR'S DEGREE IN SECONDARY EDUCATION (BSED); OR BACHELOR'S DEGREE W/ 18 PROFESSIONAL UNITS IN EDUCATION WITH APPROPRIATE MAJOR	24 HOURS OF RELEVANT TRAINING	HEAD TEACHER FOR 2 YEARS; OR TEACHER FOR 5 YEARS	RA1080 (TEACHER)		CATANDUANES NATIONAL 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 April 22, 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 Services 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 09291383325

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

SUSAN S. COLLANO
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent
DepEd - SDO Catanduanes, San Roque, Virac, Catanduanes
personnelsection_std@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.

