

Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Request for Publication of Vacant Positions



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

To: CIVIL SERVICE COMMISSION (CSC)

MARICHELLE B. LLAVE  
Administrative Officer IV

July 26, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	TEACHER II	OSEC-DECSB-TCH2-390278-2021	12	27,608.00	BACHELOR'S DEGREE IN SECONDARY EDUCATION (BSED), OR BACHELOR'S DEGREE W/ 18 PROFESSIONAL UNITS IN EDUCATION WITH APPROPRIATE MAJOR	NONE REQUIRED	1 YEAR RELEVANT EXPERIENCE	RA1080 (TEACHER)		AGBAN NATIONAL HIGH SCHOOL
2	TEACHER II	OSEC-DECSB-TCH2-390049-2003	12	27,608.00	BACHELOR'S DEGREE IN SECONDARY EDUCATION (BSED), OR BACHELOR'S DEGREE W/ 18 PROFESSIONAL UNITS IN EDUCATION WITH APPROPRIATE MAJOR	NONE REQUIRED	1 YEAR RELEVANT EXPERIENCE	RA1080 (TEACHER)		CARAMORAN RURAL DEVELOPMENT HIGH SCHOOL
3	TEACHER II (ACADEMIC TRACK)	OSEC-DECSB-TCH2-391252-2016	12	27,608.00	BACHELOR'S DEGREE WITH A MAJOR IN THE RELEVANT STRAND/SUBJECT, OR ANY BACHELOR'S DEGREE PLUS AT LEAST 6 UNITS TOWARDS A MASTER'S IN RELEVANT STRAND/SUBJECT	NONE REQUIRED	NONE REQUIRED	*APPLICANTS FOR A PERMANENT POSITION: RA 1080 (TEACHER), IF NOT RA ELIGIBLE, THEY MUST PASS THE LET WITHIN 5 YEARS AFTER THE DATE OF FIRST HIRING. *APPLICANTS FOR A CONTRACTUAL POSITION: NONE REQUIRED. *PRACTITIONERS (PART TIME ONLY): NONE REQUIRED		SENIOR HIGH SCHOOL
4	TEACHER II (TVL TRACK)	OSEC-DECSB-TCH2-390109-2019	12	27,608.00	BACHELOR'S DEGREE WITH A MAJOR IN THE RELEVANT STRAND/SUBJECT, OR ANY BACHELOR'S DEGREE PLUS AT LEAST 6 UNITS TOWARDS A MASTER'S IN RELEVANT STRAND/SUBJECT	AT LEAST NC II PLUS TMC I APPROPRIATE TO THE SPECIALIZATION	6 MONTHS OF RELEVANT TEACHING OR 6 MONTHS OF INDUSTRY WORK EXPERIENCE	*APPLICANTS FOR A PERMANENT POSITION: RA 1080 (TEACHER), IF NOT RA ELIGIBLE, THEY MUST PASS THE LET WITHIN 5 YEARS AFTER THE DATE OF FIRST HIRING. *APPLICANTS FOR A CONTRACTUAL POSITION: NONE REQUIRED. *PRACTITIONERS (PART TIME ONLY): NONE REQUIRED		SENIOR HIGH SCHOOL
5	ACCOUNTANT I	OSEC-DECSB-A1-390042-1998	12	27,608.00	BACHELOR'S DEGREE IN COMMERCE/BUSINESS ADMINISTRATION MAJOR IN ACCOUNTING	NONE REQUIRED	NONE REQUIRED	RA 1080		PANDAN SCHOOL OF ARTS AND TRADES
6	ADMINISTRATIVE ASSISTANT II	OSEC-DECSB-ADAS2-390210-2016	8	18,998.00	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	4 HOURS OF RELEVANT TRAINING	1 YEAR RELEVANT EXPERIENCE	CAREER SERVICE (SUB-PROFESSIONAL/FIRST LEVEL ELIGIBILITY)		SENIOR HIGH SCHOOL
7	ADMINISTRATIVE ASSISTANT II	OSEC-DECSB-ADAS2-390206-2016	8	18,998.00	COMPLETION OF TWO YEARS STUDIES IN COLLEGE	4 HOURS OF RELEVANT TRAINING	1 YEAR RELEVANT EXPERIENCE	CAREER SERVICE (SUB-PROFESSIONAL/FIRST LEVEL ELIGIBILITY)		SENIOR HIGH SCHOOL

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. 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**  
Schools Division Superintendent  
DepEd - SDO Catanduanes, San Roque, Virac, Catanduanes  
[personnelsection.ctd@deped.gov.ph](mailto: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."