

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
Sector Human Resource Specialist

Date:

MARICHELLE B. LLAVE
Administrative Officer IV
July 28, 2024

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Experience			
1	SPECIAL EDUCATION TEACHER I	OSEC-DECSB-SPETI-390411-2024	14	33,843.00	BACHELOR'S DEGREE IN EDUCATION WITH SPECIALIZATION IN SPECIAL EDUCATION	NONE REQUIRED	NONE REQUIRED	RA1080 (TEACHER)		MANABRAG NATIONAL HIGH SCHOOL
2	SPECIAL EDUCATION TEACHER I	OSEC-DECSB-SPETI-390409-2023	14	33,843.00	BACHELOR'S DEGREE IN EDUCATION WITH SPECIALIZATION IN SPECIAL EDUCATION	NONE REQUIRED	NONE REQUIRED	RA1090 (TEACHER)		DIVISION OF CATANDUANES (ELEMENTARY)

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 August 5, 2024.

- Letter of Intent addressed to the Head of Office
- 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 Certificates 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 of 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
- 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;
- For more details, please contact 098858064871 or email us thru personnelsection.cid@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. "

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.cid@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.