

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

Electronic copy to be submitted to the CSC and must be in MS Word format

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

Date:

June 10, 2025

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	SPECIAL SCIENCE TEACHER I	OSEC-DECSB-SPST1-390051-2017	13	34,421.00	BACHELOR'S DEGREE IN A SPECIALIZED FIELD IN SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS, OR OTHER APPLIED COURSES AS IDENTIFIED AND APPROVED BY DOST AS PRIORITY S&T COURSES	NONE REQUIRED	NONE REQUIRED	RA 1080 (TEACHER) SECONDARY. IF NOT RA 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-SPST1-390258-2024	13	34,421.00	BACHELOR'S DEGREE IN A SPECIALIZED FIELD IN SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS, OR OTHER APPLIED COURSES AS IDENTIFIED AND APPROVED BY DOST AS PRIORITY S&T COURSES	NONE REQUIRED	NONE REQUIRED	RA 1080 (TEACHER) SECONDARY. IF NOT RA 1080 ELIGIBLE, APPLICANT MUST PASS THE LET WITHIN FIVE (5) YEARS AFTER THE DATE OF FIRST HIRING		SENIOR HIGH SCHOOL	
3	SPECIAL SCIENCE TEACHER I	OSEC-DECSB-SPST1-390339-2022	13	34,421.00	BACHELOR'S DEGREE IN A SPECIALIZED FIELD IN SCIENCE, TECHNOLOGY, ENGINEERING, MATHEMATICS, OR OTHER APPLIED COURSES AS IDENTIFIED AND APPROVED BY DOST AS PRIORITY S&T COURSES	NONE REQUIRED	NONE REQUIRED	RA 1080 (TEACHER) SECONDARY. IF NOT RA 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 June 20, 2025.

1. Letter of Intent addressed to the Head of Office
2. Duly accomplished Personal Data Sheet (CS Form 212, Revised 2017) with latest passport size ID picture, notarized and 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/s 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 or previous job or position relevant to the position to be filled;
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 (MOVs) 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 (052)8114063 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."