

Republic of the Philippines
DEPARTMENT OF EDUCATION
Schools Division Office
Division of Baguio City
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Department of Education Division of Baguio City in the CSC website:



FEDERICO P. MARTIN, EDD, CED., CESO V
Schools Division Superintendent
(Head of Agency)

Date: August 7, 2018

No. of position	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards			Place of Assignment
					Education	Experience	Training	
1	Education Program Supervisor	OSEC-DECSB-EPSVR 90077-2010	SG-22	704,604.00	Master's degree in Education or other relevant Masters degree with specific area of specialization	2 years as Principal or 2 years as Head Teacher or 2 years as Master teacher	8 hours of relevant training	RA 1080 (Teacher) SDO, Baguio City

***This Office recognizes Equal Opportunity Principle and all qualified applicants will receive consideration for employment without regard to sex or gender preference, age, ethnicity, religious affiliation, civil status, national origin, disability status, or any other characteristics protected by law**

Requirements: *** (Reckoning date to be appraised should be on your last promotion)

* 1 folder for the original copies and 4 folders photocopies of the following:

- * Application letter
 - * Fully accomplished Personal Data Sheet (PDS) with recent passport size picture (CS Form No. 212 Revised 2017) which can be downloaded at www.csc.gov.ph
 - * Performance Rating for the last three rating periods (SY 2017-2018, 2016-2017 & 2015-2016) with numerical value
 - * Service Record duly signed by the Administrative Officer V
 - * Certificate of Employment and designation or appointment or contract of service
 - * Certificate of eligibility/rating/license
 - * Outstanding accomplishments (Awards, Innovation, Research and Devt. Project, Publication/Authorship, Consultancy/Resource Speakership)
 - * Transcript of Records
 - * Certificate of Trainings and seminars attended relevant to the position applied for.
 - * and other pertinent documents with table of contents and proper tabbings.
- * Application letter shall be filed at the DepEd-CAR, SDO of Baguio City on or before **August 20, 2018**.
- **Applications with incomplete documents shall not be entertained.

DATE OF PUBLICATION: AUG 08 2018