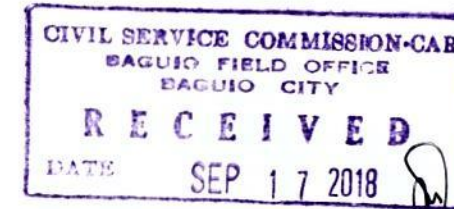



Republic of the Philippines
DEPARTMENT OF EDUCATION
Schools Division Office
Division of Baguio City
Request for Publication of Vacant Positions



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, CESO V
Schools Division Superintendent
(Head of Agency)

Date: September 17, 2018

No. of position	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards				Place of Assignment
					Education	Experience	Training	Eligibility	
1	Education Program Specialist II	OSEC-DECSB- EPS2-90032-2014	SG-16	381, 180.00	Bachelor' degree in Education or its equivalent	2 years experience in education, research, development, implementation or other relevant experience	4 hours of relevant training	RA 1080 Career Service (Professional) Appropriate eligibility for Second level position	Alternative Learning System **Preferably with experience as ALS Teacher
2	Teacher I	OSEC-DECSB- TCH1-94582-1998 TCH1-90619-2012	SG-11	242, 148.00	Bachelor of Secondary Education (BSED) OR Bachelor's degree plus 18 professional units in education with appropriate major	None required	None required	PBET, Teacher	Rizal NHS Lindawan NHS
2	Teacher I	OSEC-DECSB- TCH1-90826-2018 TCH1-90827-2018 (NEW ITEMS)	SG-11	242, 148.00	Bachelor of Secondary Education (BSED) OR Bachelor's degree plus 18 professional units in education with appropriate major	None required	None required	PBET, Teacher	SDO Baguio City
5	Teacher I	OSEC-DECSB- TCH1-90811-2018 TCH1-90812-2018 TCH1-90213-2018 TCH1-90814-2018 TCH1-90815-2018 (NEW ITEMS)	SG-11	242,148.00	Bachelor of Elementary Education (BEED); or Bachelor's degree plus 18 professional education units	None required	None Required	PBET, Teacher	SDO Baguio City
1	Administrative Aide VI	OSEC-DECSB- ADA6-90030-2014	SG-6	172, 080.00	Completion of 2 years studies in college	None required	None Required	CS-Sub Prof. (First Level Eligibility)	Division Office

***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.

*All documents to be submitted should be unused documents

*and other pertinent documents with table of contents and proper tabbings.

* Application letter shall be filed at the District Office where the vacancy exist on or before September 28, 2018.

****Applications with Incomplete documents shall not be entertained.**

DATE OF PUBLICATION: _____

SEP 19 2018

A handwritten signature in black ink, appearing to be a stylized 'D' or similar character, is written over the horizontal line of the date field.