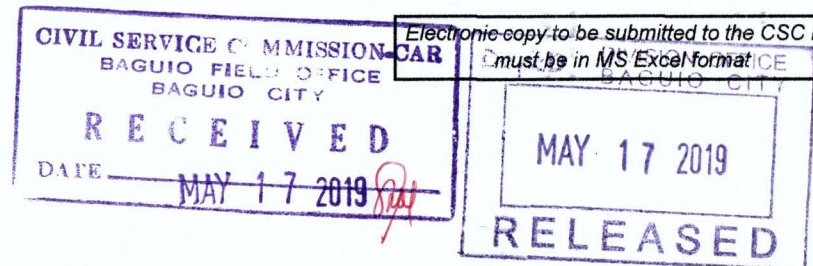


Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions



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:

MA. LOUELLA C. MONCADA
HRMO

Date: MAY 17 2019

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	Guidance Counselor II	OSEC-DECSB-GUIDC2-90022-2016	12	22938	Bachelor's degree in Psychology/Behavioral Science or relevant degree in Education, including or supplemented by 9 units in Guidance and Counselling	4 hours of relevant training	1 year of relevant experience	RA 1080 Career Service (Professional) Appropriate Eligibility for Second Level Position		Sto. Tomas NHS
2	Teacher III	TCH3-90963-1998	13	25232	Bachelor of Elementary Education (BEED) or Bachelors degree plus 18 professional units in Education	None required	2 years relevant experience	PBET, Teacher		Mabini District
3	Teacher II	Anticipated Vacancy	12	22938	Bachelor of Elementary Education (BEED) or Bachelors degree plus 18 professional units in Education	None required	1 years relevant experience	PBET, Teacher		

4	Teacher I	Anticipated Vacancy	11	20754	Bachelor of Elementary Education (BEED) or Bachelors degree plus 18 professional units in Education	None required	None required	PBET, Teacher		
5	Teacher III	TCH3-90134-2017	13	25232	Bachelor of Elementary Education (BEED) or Bachelors degree plus 18 professional units in Education	None required	2 years relevant experience	PBET, Teacher		Baguio Central District
6	Teacher II	Anticipated Vacancy	12	22938	Bachelor of Elementary Education (BEED) or Bachelors degree plus 18 professional units in Education	None required	1 year relevant experience	PBET, Teacher		
7	Teacher I	Anticipated Vacancy	11	20754	Bachelor of Elementary Education (BEED) or Bachelors degree plus 18 professional units in Education	None required	None required	PBET, Teacher		
8	Teacher I	TCH1-90076-2001	11	20754	Bachelor of Secondary Education (BSED), or Bachelor's degree plus 18 professional units in education with appropriate major	None required	None required	PBET, Teacher		Pinsao NHS
9	Administrative Aide VI	ADA6-90031-2014	6	14847	Completion of two years studies in college	None required	None required	First Level Eligibility		DepEd Division of Baguio City
10	Administrative Aide VI	ADA6-90032-2014	6	14847	Completion of two years studies in college	None required	None required	First Level Eligibility		DepEd Division of Baguio City

11	Administrative Aide VI	ADA6-90033-2014	6	14847	Completion of two years studies in college	None required	None required	First Level Eligibility		DepEd Division of Baguio City
12	Administrative Aide VI	ADA6-90042-2004	6	14847	Completion of two years studies in college	None required	None required	First Level Eligibility		DepEd Division of Baguio City
13	Administrative Aide VI	ADA6-90044-2004	6	14847	Completion of two years studies in college	None required	None required	First Level Eligibility		DepEd Division of Baguio City

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 **May 28, 2019**

1. 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;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in their application to:

FEDERICO P. MARTIN, EdD., CEEd, CESO V
Schools Division Superintendent
#82 Military Cut-off, 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 rating period 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 DepEd-SDO of Baguio City or to the District Office where the vacancy exist on or before **MaY 28, 2019.**

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