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

CIVIL SERVICE COMMISSION-CAR
BAGUIO FIELD OFFICE
BAGUIO CITY
RECEIVED
DATE JUL 17 2019

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
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HRMO

Date: JULY 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 | Master Teacher I | OSEC-DECSB-MTCHR2-90011-2006 | 19 | 42099 | Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education ; and 18 units for a Master's degree in education or its equivalent | None required | 3 years relevant experience | PBET, Teacher | | Lucban District |
| 2 | Teacher III | Anticipated Vacancy | 13 | 25232 | Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education | None required | 2 years relevant experience | PBET, Teacher | | |

| | | | | | | | | | | |
|--|-------------------------------|---------------------|----|-------|---|---|------------------------------|---------------|--|-------------|
| | Teacher II | Anticipated Vacancy | 12 | 22938 | Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education | None required | 1 year relevant experience | PBET, Teacher | | |
| | Teacher I | Anticipated Vacancy | 11 | 20754 | Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education | None required | None required | PBET, Teacher | | |
| | Special Education Teacher III | SPET3-90004-1998 | 16 | 33584 | Bachelor's degree in Education with specialization in Special Education | 2 years experience as Special Education Teacher | 4 hours of relevant training | PBET, Teacher | | SPED Center |
| | Special Education Teacher II | Anticipated Vacancy | 15 | 30531 | Bachelor's degree in Education with specialization in Special Education | 1 years experience as Special Education Teacher | 4 hours of relevant training | PBET, Teacher | | |
| | Special Education Teacher I | Anticipated Vacancy | 14 | 27755 | Bachelor's degree in Education with specialization in Special Education | None required | None required | PBET, Teacher | | |

| | | | | | | | | | | |
|--|-----------|---------------------|----|-------|---|---------------|---------------|---------------|--|------------|
| | Teacher I | Anticipated Vacancy | 11 | 20754 | Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education | None required | None required | PBET, Teacher | | |
| | Teacher I | TCH1-91125-2012 | 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 | | Mil-An NHS |

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 **July 26, 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
depedbaguio@deped.gov.ph

****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 ON ALL DOCUMENTS SUBMITTED SHOULD BE ON YOUR LAST PROMOTION)**

* Submit 5 sets of documents - 1 folder for the original copies and 4 folders photocopies of the following:

- * 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, or appointment or contract of service
- *Designation Order duly signed by the Schools Division Superintendent
- * Certificate of eligibility/rating/license
- *Outstanding accomplishments: (Awards, Innovation, Research and Devt. Project, Publication/Authorship, Consultancy/Resource Speakership)

PLEASE REFER TO PSB RESOLUTION NO. 003, S. 2018

Awards-the certificate/medal/plaque of recognition shall be supported by any evidence that a search is conducted (e.g. invitation or criteria for the search)

Innovation-as to its implementation, it should be fully and properly documented (e.g. with narrative feedback or evaluation report)

Research and Development project-must be approved by the Schools division Superintendent

Publication-with analysis and must be educational

Consultancy /Resource Speakership-must be supported by any of the ff: invitation letter, authority to travel etc.

*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 DepEd-SDO of Baguio City or to the District Office where the vacancy exist on or before July 26, 2019.

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

****See the HRMO for details**