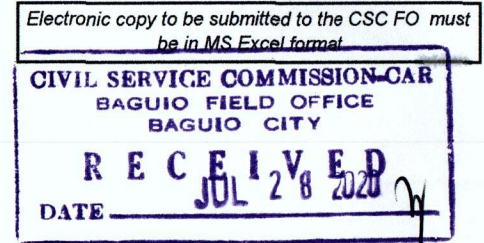


Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions



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: July 28, 2020

| No. | Position Title (Parenthetical Title, if applicable) | Plantilla Item No. | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards | | | | | Place of Assignment |
|-----|--|----------------------------|------------------------|----------------|---|----------------------------|---------------|---------------|----------------------------|--|
| | | | | | Education | Experience | Training | Eligibility | Competency (if applicable) | |
| 1 | Teacher II | OSEC-DECSB-TCH2-90026-2015 | 12 | 24495 | Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major. | 1 year relevant experience | None required | PBET: Teacher | | DepEd-Baguio City (Junior High School) Major in Filipino |
| 2 | Teacher I | Anticipated Vacancy | 11 | 22316 | Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major. | None required | None required | PBET: Teacher | | |

| | | | | | | | | | | |
|---|-----------|----------------------------|----|-------|---|---------------|---------------|---------------|--|---|
| 3 | Teacher I | OSEC-DECSB-TCH1-91777-1998 | 11 | 22316 | Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major. | None required | None required | PBET: Teacher | | DepEd-Baguio City (Junior High School)Major in TLE (H.E.) |
|---|-----------|----------------------------|----|-------|---|---------------|---------------|---------------|--|---|

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 **AUGUST 7, 2020**.

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 for **the last three (3) recent rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

***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 three (3) recent rating period** with numerical value if applicable

*Service Record duly signed by the Administrative Officer V

*Certificate of Employment, or appointment or contract of service

*Authenticated Certificate of eligibility/rating/license (whichever is applicable)

* **PLEASE REFER TO REGIONAL MEMO 178 s. 2020 For the Outstanding/meritorious accomplishments: (Awards, Innovation, Research and Devt. Project, Publication/Authorship, Consultancy/Resource Speakership)**

*Authenticated official Transcript of Records with certification

*Certificate of Trainings and seminars attended relevant to the position applied for

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

* All documents shall be stamped received at the Records Office at DepEd-Division of Baguio City (For non-teaching positions) or to the School where the vacancy exist (For Teaching positions) on or before **August 7, 2020**.

**See the HRMO for details

MA. LOUELLA C. MONCADA

Administrative Officer IV

82 Military Cut-Off, Baguio City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.