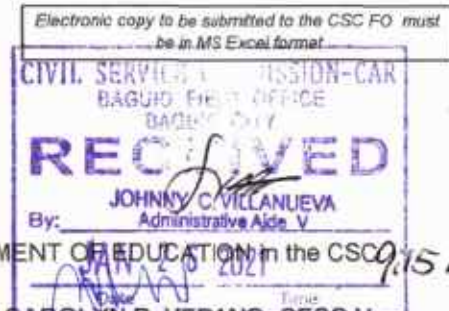


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Request for Publication of Vacant Positions

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:



**MARIE CAROLYN B. VERANO, CESO-V**  
Schools Division Superintendent

Date: January 26, 2021

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	Public School District Supervisor	OSEC-DECSB-PSDS-90036-1998	22	66867	Master's degree in Education or other relevant Master's degree	5 years cumulative experience in instructional supervision and school management	16 hours of relevant training	RA 1080 (Teacher)		Division of Baguio City
2	School Principal II	OSEC-DECSB-SP2-90201-2010	20	52703	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units + 6 units of Management	1 year as Principal	40 hours for relevant training	RA 1080 (Teacher)		Division of Baguio City
3	Master Teacher I (Senior High School)	OSEC-DECSB-90040-2016	18	42159	Master's degree in relevant strand/subject	4 years of relevant teaching/industry work experience	8 hours of training relevant to the subject area of specialization	RA 1080 (Teacher)		Division of Baguio City (Preferably Filipino major)

4	Teacher III (Senior High School)	Anticipated Vacancy	13	26754	Bachelor's degree with major in the relevant strand/subject; or any bachelor's degree plus at least 12 units towards Master's degree in relevant strand/subject	1 year of relevant teaching/industry work experience	4 hours of training relevant to the subject area of specialization	RA 1080 (Teacher )		Baguio City National Science High School
5	Teacher II (Senior High School)	Anticipated Vacancy	12	24495	Bachelor's degree with major in the relevant strand/subject; or any bachelor's degree plus at least 6 units towards Master's degree in relevant strand/subject	None required	None required	RA 1080 (Teacher )		Baguio City National Science High School
6	Teacher I (Senior High School)	Anticipated Vacancy	11	22316	Bachelor's degree with major in the relevant strand/subject; or any bachelor's degree plus at least 15 units of specialization in the relevant strand/subject	None required	None required	RA 1080 (Teacher )		Baguio City National Science High School
7	Teacher III	OSEC-DECSB-TCH3-90765-2018	13	26754	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	2 years relevant experience	None required	PBET: Teacher		Rizal NHS

8	Teacher II	Anticipated Vacancy	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	Rizal NHS
9	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	Rizal NHS
10	Teacher II	OSEC-DECSB-TCH2-90911-1998	12	24495	Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education	1 year relevant experience	None required	PBET, Teacher	Mabini ES
11	Teacher I	Anticipated Vacancy	11	22316	Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education	None required	None required	PBET, Teacher	Mabini ES

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and submit to the address below not later than **February 8, 2021**.

**\*\*\*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:**

\* Submit 2 sets of documents - 1 folder for the original copies and 1 folder photocopy 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](http://www.csc.gov.ph)

\*Performance Rating for the **three (3) recent rating period (SY 2017-2018, 2018-2019 and 2019-2020)**

\*Service Record duly signed by the Administrative Officer V/Head of Office

\*Certificate of Employment, or appointment or contract of service

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

\*Outstanding/meritorious accomplishments: (Awards, Innovation, Research and Devt. Project, Publication/Authorship, Consultancy/Resource Speakership)

\*Authenticated official Transcript of Records; with certification if Completed Academic requirements for Masteral or Doctorate

\*Certificate of trainings and seminars attended relevant to the position applied for (with complete attachments)

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

\* Submit documents at Schools Division of Baguio City and shall be received at the Records Unit (for the PSDS, P II and MT position)

\*Submit documents to the School where the vacancy exist (for Teacher I - III position)

\* Refer to Regional Memorandum No. 178, s. 2020 for the criteria of assessment or see the HRMO for details

**MARIE CAROLYN B. VERANO, CESO V**

Schools Division Superintendent

82 Military Cut-Off, Baguio City

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**