

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



Electronic copy to be submitted to the CSC FO  
must be in MS Excel format

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:

*mpa*  
OFELIA B. PADLAN

**Administrative Officer IV**

Date: December 14, 2023

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	Teacher II	OSEC-DECSB-TCH2-90035-2021	12	29 165	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	One Year Relevant Experience	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
2	Teacher I	OSEC-DECSB-TCH1-90008-2010	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
3	Teacher I	OSEC-DECSB-TCH1-90010-2010	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
4	Teacher I	OSEC-DECSB-TCH1-90012-2006	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
5	Teacher I	OSEC-DECSB-TCH1-90094-2008	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
6	Teacher I	OSEC-DECSB-TCH1-90217-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
7	Teacher I	OSEC-DECSB-TCH1-90218-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
8	Teacher I	OSEC-DECSB-TCH1-90220-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
9	Teacher I	OSEC-DECSB-TCH1-90221-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City
10	Teacher I	OSEC-DECSB-TCH1-90223-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080		Pines City National High School, Palma St., Baguio City

11	Teacher I	OSEC-DECSB-TCH1-90225-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
12	Teacher I	OSEC-DECSB-TCH1-90226-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
13	Teacher I	OSEC-DECSB-TCH1-90227-2011	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
14	Teacher I	OSEC-DECSB-TCH1-90228-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
15	Teacher I	OSEC-DECSB-TCH1-90235-2002	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
16	Teacher I	OSEC-DECSB-TCH1-90632-2012	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
17	Teacher I	OSEC-DECSB-TCH1-90639-2012	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
18	Teacher I	OSEC-DECSB-TCH1-90826-2018	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., Baguio City
19	Teacher I	OSEC-DECSB-TCH1-91760-1998	11	27 000	Bachelor of Secondary Education or Bachelor's Degree plus 18 units in Professional Education with Appropriate Major	None Required	None Required	LET/ PBET/ Teacher RA 1080	Pines City National High School, Palma St., 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 on or before December 29, 2023

\*\*\*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

- \* Duly accomplished **Annex C - CHECKLIST OF REQUIREMENTS and OMNIBUS SWORN STATEMENT CERTIFICATION** (to be downloaded at [www.depedpines.com](http://www.depedpines.com))
- \* Letter of intent addressed to the Head of Office, or to the highest Human Resource Officer designated by the Head of Office
- \* 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](http://www.csc.gov.ph);
- \* Photocopy of the Performance Rating in the last rating period(s) covering 1 year performance prior to the assessment, if applicable
- \* Photocopy of valid and updated PRC license/ID, if applicable
- \* Photocopy of Certificate of Eligibility/Report of Rating, if applicable
- \* Photocopy of Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if applicable
- \* Other documents required under Annex C, item K

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

Danilo P. Gayao  
School Principal IV  
Palma Street, Baguio City  
[pcnhspersonnel@yahoo.com](mailto:pcnhspersonnel@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.