



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:

**MARICHELLE B. LLAVE**  
Administrative Officer IV  
Date: May 14, 2024

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job Pay Grade	Monthly Salary	Qualification Standards			Eligibility	Competency (if applicable)	Place of Assignment
					Education	Training	Experience			
1	TEACHER I (TVL TRACK)	OSEC-DECSB-TCH-391290-2016	11	27,000.00	BACHELOR'S DEGREE OR COMPLETION OF TECHNICAL-VOCATIONAL COURSE (S) IN THE AREA OF SPECIALIZATION	AT LEAST NC-I APPROPRIATE TO THE SPECIALIZATION	NONE REQUIRED	*APPLICANTS FOR A PERMANENT APPOINTMENT: RA 1090 TEACHERS; IF NOT RA 1090 ELIGIBLE, THEY MUST PASS THE LET WITHIN 5 YEARS AFTER THE DATE OF FIRST HIRING. *APPLICANTS FOR A CONTRACTUAL POSITION: NONE REQUIRED *PRACTITIONERS (PART TIME ONLY): NONE REQUIRED		SENIOR HIGH SCHOOL
2	TEACHER I (ACADEMIC TRACK)	OSEC-DECSB-TCH-392120-2017	11	27,000.00	BACHELOR'S DEGREE WITH A MAJOR IN THE RELEVANT STRAND/SUBJECT; OR ANY BACHELOR'S DEGREE WITH AT LEAST 15 UNITS OF SPECIALIZATION IN THE RELEVANT STRAND/SUBJECT	NONE REQUIRED	NONE REQUIRED	*APPLICANTS FOR A PERMANENT POSITION: RA 1090 TEACHERS; IF NOT RA 1090 ELIGIBLE, THEY MUST PASS THE LET WITHIN FIVE (5) YEARS AFTER THE DATE OF FIRST HIRING. *APPLICANTS FOR A CONTRACTUAL POSITION: NONE REQUIRED *PRACTITIONERS (PART TIME ONLY): NONE REQUIRED		SENIOR HIGH SCHOOL
3	TEACHER I (ACADEMIC TRACK)	OSEC-DECSB-TCH-392592-2017	11	27,000.00	BACHELOR'S DEGREE WITH A MAJOR IN THE RELEVANT STRAND/SUBJECT; OR ANY BACHELOR'S DEGREE WITH AT LEAST 15 UNITS OF SPECIALIZATION IN THE RELEVANT STRAND/SUBJECT	NONE REQUIRED	NONE REQUIRED	*APPLICANTS FOR A PERMANENT POSITION: RA 1090 TEACHERS; IF NOT RA 1090 ELIGIBLE, THEY MUST PASS THE LET WITHIN FIVE (5) YEARS AFTER THE DATE OF FIRST HIRING. *APPLICANTS FOR A CONTRACTUAL POSITION: NONE REQUIRED *PRACTITIONERS (PART TIME ONLY): NONE REQUIRED		SENIOR HIGH SCHOOL
4	TEACHER I (ACADEMIC TRACK)	OSEC-DECSB-TCH-392543-2017	11	27,000.00	BACHELOR'S DEGREE WITH A MAJOR IN THE RELEVANT STRAND/SUBJECT; OR ANY BACHELOR'S DEGREE WITH AT LEAST 15 UNITS OF SPECIALIZATION IN THE RELEVANT STRAND/SUBJECT	NONE REQUIRED	NONE REQUIRED	*APPLICANTS FOR A PERMANENT POSITION: RA 1090 TEACHERS; IF NOT RA 1090 ELIGIBLE, THEY MUST PASS THE LET WITHIN FIVE (5) YEARS AFTER THE DATE OF FIRST HIRING. *APPLICANTS FOR A CONTRACTUAL POSITION: NONE REQUIRED *PRACTITIONERS (PART TIME ONLY): NONE REQUIRED		SENIOR HIGH SCHOOL

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 24, 2024.

1. Letter of Intent
2. Duly accomplished Personal Data Sheet (CS Form 212, Revised 2017) together with the Work Experience Sheet (if applicable), you may download the form at [bit.ly/F212\\_PDS](http://bit.ly/F212_PDS) & [bit.ly/WES\\_PDS](http://bit.ly/WES_PDS)
3. Photocopy of valid and updated PRC License/ID, if applicable.
4. Photocopy of Certificate of Eligibility/Rating, if applicable.
5. Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available.
6. Photocopy of Certificates of Training, if applicable.
7. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable.
8. Photocopy of latest appointment, if applicable.
9. Photocopy of the Performance Rating in the last rating period(s) covering one (1) year performance in the current/latest position prior to the deadline of submission, if applicable.
10. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form (Annex C), you may download the form at [bit.ly/Annex\\_C](http://bit.ly/Annex_C)
11. Other documents but not limited to (Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning & Development reckoned from the date of last issuance of appointment.
12. For more details, please contact: 09955054971 or email us thru [personnelsection.ctd@deped.gov.ph](mailto:personnelsection.ctd@deped.gov.ph)

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

**MARICHELLE B. LLAVE**  
Administrative Officer IV  
DepEd - SDO Calanduanes, San Roque, Virac, Calanduanes  
[personnelsection.ctd@deped.gov.ph](mailto:personnelsection.ctd@deped.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

This agency upholds Equal Employment Opportunity Principle: "that this shall be no discrimination in selection of employees on account of age, school, gender, civil status, disability, religion, ethnicity, social status, income class, paternity and filiation, political affiliation or other similar factors, personal circumstances which run counter to the principles of merit, fitness for the job and equal opportunity."

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

To: CIVIL SERVICE COMMISSION (CSC)  
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Electronic copy to be submitted to the CSC FD must be in MS Excel format

**MARICHELLE B. LLAVE**  
Administrative Officer IV  
Date: May 14, 2024

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					Education	Training	Experience			
1	TEACHER I	OSEC-DECSB-TCH-427015-1998	11	27,000.00	BACHELOR OF SECONDARY EDUCATION (BSED) OR BACHELOR'S DEGREE PLUS 18 PROFESSIONAL UNITS IN EDUCATION WITH APPROPRIATE MAJOR	NONE REQUIRED	NONE REQUIRED	RA1080 (TEACHER)		PANDAN SCHOOL OF ARTS AND TRADES

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- Photocopy of Certificate of Eligibility/Rating, if applicable;
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- Other documents but not limited to (Means of Verification (MOV) showing Outstanding Accomplishments, Application of Education, and Application of Learning & Development reckoned from the date of last issuance of appointment).
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**MARICHELLE B. LLAVE**  
Administrative Officer IV  
DepEd - SDO Catanduanes, San Roque Vrac, Catanduanes  
[personnelsection.ctd@deped.gov.ph](mailto:personnelsection.ctd@deped.gov.ph)

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