

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:

GERARD S. PIL
Administrative Officer V
Date: November 25, 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	Teacher I (Elementary)	751213-2012	751009-2002	11	20,754	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None	None	RA 1080 (Teacher)	<ul style="list-style-type: none"> • Self-Management • Professionalism and Ethics • Result Focus • Teamwork • Service Orientation <ul style="list-style-type: none"> • Innovation • Core Skills • Written Communication • Computer/ICT Skills 	Elementary Schools
		750136-2009	751331-2012								
		783732-1998	751027-2018								
		750366-2014	751077-2018								
		750309-2014									
2	Teacher II (Elementary)	758145-1998	758651-1998	12	22,938	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None	1 year relevant experience	RA 1080 (Teacher)	<ul style="list-style-type: none"> • Self-Management • Professionalism and Ethics • Result Focus • Teamwork • Service Orientation <ul style="list-style-type: none"> • Innovation • Core Skills • Written Communication • Computer/ICT Skills 	Elementary Schools
		758651-1998	757165-1998								
		758627-1998	758377-1998								
		758277-1998									
3	Teacher III (Elementary)	750068-2013	754416-1998	13	25,232	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None	2 years relevant experience	RA 1080 (Teacher)	<ul style="list-style-type: none"> • Self-Management • Professionalism and Ethics • Result Focus • Teamwork • Service Orientation <ul style="list-style-type: none"> • Innovation • Core Skills • Written Communication • Computer/ICT Skills 	Elementary Schools
		754416-1998	754456-1998								
4	Special Education Teacher I (Elementary)	750029-2015	750138-2018	14	27,755	Bachelor's degree in Education with specialization in Special Education	None	None	RA 1080 (Teacher)	<ul style="list-style-type: none"> • Self-Management • Professionalism and Ethics • Result Focus • Teamwork • Service Orientation <ul style="list-style-type: none"> • Innovation • Core Skills • Written Communication • Computer/ICT Skills 	Elementary Schools
		750167-2015									

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5	Master Teacher I (Elementary)	752239-1998	750039-2000	18	40,637	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 it's equivalent	None	3 years relevant experience			
		750014-2008	752245-1998								
6	Master Teacher II (Elementary)	750819-1998		19	45,269	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education; and 24 units for a Master's degree in Education or it's equivalent	4 hours of relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)		Elementary Schools
7	Head Teacher III (Elementary)	750481-1998		16	33,584	Bachelor Degree in Elementary Education (BEEd); or Bachelor's degree with 18 professional Education units	24 hours of relevant training	HT for 2 years; or TIC for 2 years; or Teacher for 5 years		<ul style="list-style-type: none"> • Self-Management • Professionalism and Ethics • Result Focus • Teamwork • Service Orientation <ul style="list-style-type: none"> • Innovation • Core Skills • Written Communication • Computer/ICT Skills 	
8	Administrative Assistant III (Elementary)	750026-2014		9	17,975	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service (Subprofessional) First Level Eligibility		
9	Teacher I (Secondary)	751630-2012	783998-1998	11	20,754	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	None	None	RA 1080 (Teacher)		
		790450-1998	751705-2012								
		750054-2014	750415-2012								
		789904-1998	750934-2002								
		750497-2015	784598-1998								
		772177-1998	790520-1998								
		790610-1998	750044-2017								
		790417-1998	788940-1998								
		790431-1998	783969-1998								
		750074-2017	750453-2012								

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10	Teacher II (Secondary)	750246-2001	750124-2009	12	22,938	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	None	1 year relevant experience	RA 1080 (Teacher)	<ul style="list-style-type: none"> • Self-Management • Professionalism and Ethics • Result Focus • Teamwork • Service Orientation <ul style="list-style-type: none"> • Innovation • Core Skills • Written Communication • Computer/ICT Skills 	Secondary Schools
		750124-2009	750104-2009								
		750224-2012	750049-2001								
11	Teacher III (Secondary)	753146-1998	755299-1998	13	25,232	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	None	2 years relevant experience			
		753004-1998	753000-1998								
		750002-2002									
12	Head Teacher IV (Secondary)	750005-2008		17	36,942	Bachelor's degree in Secondary Education; or Bachelor's degree with 18 professional Education units with appropriate field of specialization	24 hours of relevant training	Head Teacher for 2 years; or Teacher for 5 years			
13	Master Teacher I (Secondary)	750017-2011	750021-2009	18	40,637	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major; and 18 units for a Master's degree in Education or it's equivalent	None	3 years relevant experience			
		752850-1998	750028-2005								
		750015-2002	750041-2000								

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14	Master Teacher II (Secondary)	750014-2005	19	45,269	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major; and 24 units for a Master's degree in Education or it's equivalent	4 hours of relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)	<ul style="list-style-type: none"> • Self-Management • Professionalism and Ethics • Result Focus • Teamwork • Service Orientation <ul style="list-style-type: none"> • Innovation • Core Skills • Written Communication • Computer/ICT Skills 	Secondary Schools
15	School Principal I (Secondary)	750266-2010	19	45,269	Bachelor's Degree in Secondary Education (BSEd); or Bachelor's Degree w/18 professional Education units	40 hours of relevant training	HT for 1 year; or TIC for 2 years; or MT for 2 years; or Teacher for 5 years			
16	Administrative Assistant III (Senior Bookkeeper) (Secondary)	750336-2016	9	17,975	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessiona I) First Level Eligibility		
17	Administrative Assistant II (Senior High School)	750056-2016	8	16,758						

This Office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE), to apply.

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 December 10, 2019

1. Letter of Intent of the applicant
2. 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; notarized with work experience sheet
3. Transcript of Records (TOR) and Certification, Authentication and Verification (CAV) – photocopy only but authenticated
4. Performance Ratings in the last rating period – authenticated (for promotion)
5. Certificate of Rating and PRC ID (photocopy only but authenticated)
6. CS Certificate of Eligibility (for non-teaching positions)
7. Omnibus Sworn Certification (Notarized)
8. NBI Clearance (original)
9. Certificates of trainings and achievements (photocopy only but authenticated)

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to their desired school. However, application letter must be addressed to:

 GERARD S. PIL

 Administrative Officer V

 Department of Education

 Schools Division of Davao City

 E. Quirino Avenue, Davao City

www.deped-davaocity.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.