

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. SHARON S. BARRIENTOS**

**HRMO**

Date: **JULY 23, 2021**

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	<i>OSEC-DECSB-TCH2-420547-2021</i>	12	26052	*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject. *Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject *Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track. *Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.	*4 hours of training relevant to the courses in the Track *4 hours of training relevant to the courses in the Strand *At least NC II + TMC I-Appropriate to the specialization	*1 year relevant teaching/industry work experience *6 months relevant teaching or 6 months of industry work experience	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
2	TEACHER II	<i>OSEC-DECSB-TCH2-420548-2021</i>	12	26052	*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject. *Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject *Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track. *Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.	*4 hours of training relevant to the courses in the Track *4 hours of training relevant to the courses in the Strand *At least NC II + TMC I-Appropriate to the specialization	*1 year relevant teaching/industry work experience *6 months relevant teaching or 6 months of industry work experience	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS

3	TEACHER II	OSEC-DECSB-TCH2-420549-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
4	TEACHER II	OSEC-DECSB-TCH2-420550-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
5	TEACHER II	OSEC-DECSB-TCH2-420551-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
6	TEACHER II	OSEC-DECSB-TCH2-420552-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS

7	TEACHER II	OSEC-DECSB-TCH2-420553-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
8	TEACHER II	OSEC-DECSB-TCH2-420554-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
9	TEACHER II	OSEC-DECSB-TCH2-420555-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
10	TEACHER II	OSEC-DECSB-TCH2-420556-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS

11	TEACHER II	OSEC-DECSB-TCH2-420557-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
12	TEACHER II	OSEC-DECSB-TCH2-420558-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
13	TEACHER II	OSEC-DECSB-TCH2-420559-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
14	TEACHER II	OSEC-DECSB-TCH2-420560-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS

15	TEACHER II	OSEC-DECSB-TCH2-420561-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
16	TEACHER II	OSEC-DECSB-TCH2-420562-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
17	TEACHER II	OSEC-DECSB-TCH2-420563-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
18	TEACHER II	OSEC-DECSB-TCH2-420564-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS

19	TEACHER II	OSEC-DECSB-TCH2-420565-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
20	TEACHER II	OSEC-DECSB-TCH2-420566-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
21	TEACHER II	OSEC-DECSB-TCH2-420567-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
22	TEACHER II	OSEC-DECSB-TCH2-420568-2021	12	26052	<p>*Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus 6 units towards a Master's Degree in the relevant strand/subject.</p> <p>*Bachelor's degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in the relevant subject</p> <p>*Bachelor's Degree majoring in field(s) under the Track; or any Bachelor's Degree plus 15 units of specialization in fields under the Track.</p> <p>*Bachelor's Degree, or completion of technical-vocational course(s) in the area of specialization.</p>	<p>*4 hours of training relevant to the courses in the Track</p> <p>*4 hours of training relevant to the courses in the Strand</p> <p>*At least NC II + TMC I-Appropriate to the specialization</p>	<p>*1 year relevant teaching/industry work experience</p> <p>*6 months relevant teaching or 6 months of industry work experience</p>	(RA 1080) Teacher	NA	DIVISION OF CAPIZ -SHS
23	SPECIAL SCIENCE TEACHER I	OSEC-DECSB-SPST1-420225-2021	13	28276	Bachelor's degree in education or in a specialized field in Science, Technology, Engineering, Mathematics or any other related courses as identified and approved by DOST as priority S&T courses	None Required	None Required	RA1080 (Teacher)	NA	DIVISION OF CAPIZ -SHS

24	SCHOOL PRINCIPAL I	OSEC-DECSB-SP1-420190-2010	19	48313	BEED/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	RA 1080 (Teacher)	NA	DIVISION OF CAPIZ
25	MASTER TEACHER I	OSEC-DECSB-MTCHR1-424482-1998	18	43681	BEED or Bachelor's Degree + 18 professional units in Education, and 18 units for a Master's Degree in Education or its equivalent	None Required	3 years relevant experience	(RA 1080) Teacher	NA	DISTRICT OF PILAR
26	MASTER TEACHER I	OSEC-DECSB-MTCHR1-424481-1998	18	43681	BEED or Bachelor's Degree + 18 professional units in Education, and 18 units for a Master's Degree in Education or its equivalent	None Required	3 years relevant experience	(RA 1080) Teacher	NA	DISTRICT OF PILAR
27	MASTER TEACHER I	OSEC-DECSB-MTCHR1-422289-1998	18	43681	BEED or Bachelor's Degree + 18 professional units in Education, and 18 units for a Master's Degree in Education or its equivalent	None Required	3 years relevant experience	(RA 1080) Teacher	NA	DISTRICT OF SAPIAN
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INSTRUCTION/ REMARKS:

- Interested applicants , regardless of age, gender, civil status, disability, religion, ethnicity and political affiliation must submit their application along with other requirements enumerated below to the Division Office or email to [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)
- All documents must be sent not later than August 09, 2021.

Documents:

- Letter of intent specifying the position applied.
- Fully accomplished Personal Data Sheet w/ recent pass-port sized picture (CS Form 2012, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph)
- Performance Rating for the last 3 rating periods (if applicable)
- Service Record, Certificate of Employment if employed by a private company , duties and functions certified by the HR Officer/ or Head of Agency
- Outstanding Accomplishments
  - Outstanding Employee Award
  - Innovation(s) duly approved by the Head of Office
  - Research and Development Projects conducted
  - Certificate as Resource Speaker/Trainer in Seminar/Trainings/Symposia , etc.
  - Articles published in news paper/ magazine of wide circulation
- Photocopy of Transcript of Records and/or Highest Educational Attainment
- Certificate of Trainings/Participation (relevant to the position applied for)
- Omnibus Sworn Certification of the applicant stating that all documents submitted are authentic copy of the original, complete and all statements therein are true and correct
- Photocopy of certificate of eligibility/license/board of rating
- Copy of Publication which can be viewed in the DepEd Capiz Division Website & [csc.gov.ph](http://csc.gov.ph)

MA. SHARON S. BARRIENTOS

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Administrative Officer IV/HRMO-II

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Department of Education, Schools Division of Capiz

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capiz@deped.gov.ph

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APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.