

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: **November 15, 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	Head Teacher III	OSEC-DECSB-HTEACH3-421284-1998	16	36628	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	HT for 2 years; or TIC for 2 years; or Teacher for 5 years	RA 1080 (Teacher)	NA	DIVISION OF CAPIZ
2	Head Teacher III	OSEC-DECSB-HTEACH3-421277-1998	16	36628	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	HT for 2 years; or TIC for 2 years; or Teacher for 5 years	RA 1080 (Teacher)	NA	DIVISION OF CAPIZ
3	Head Teacher III	OSEC-DECSB-HTEACH3-421250-1998	16	36628	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	HT for 2 years; or TIC for 2 years; or Teacher for 5 years	RA 1080 (Teacher)	NA	DIVISION OF CAPIZ
4	Head Teacher III	OSEC-DECSB-HTEACH3-421281-1998	16	36628	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	HT for 2 years; or TIC for 2 years; or Teacher for 5 years	RA 1080 (Teacher)	NA	DIVISION OF CAPIZ
5	Head Teacher II	OSEC-DECSB-HTEACH2-420161-1998	15	33575	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hours of relevant training	HT for 1 year; or TIC for 1 year; or Teacher for 4 years	RA 1080 (Teacher)	NA	DIVISION OF CAPIZ

6	Head Teacher I	OSEC-DECSB-HTEACH1-420028-2010	14	30799	Bachelor's degree in Elementary Education; or Bachelor's degree w/ 18 professional education units	24 hrs relevant training	TIC for 1 yr; or Teacher for 3 yrs	(RA 1080) Teacher	NA	DIVISION OF CAPIZ
7	TEACHER- II	OSEC-DECSB-TCH2-420270-2009	12	26052	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	1 yr of relevant experience	(RA 1080) Teacher	NA	CUARTERO NHS
8	TEACHER- II	OSEC-DECSB-TCH2-420339-2010	12	26052	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	1 yr of relevant experience	(RA 1080) Teacher	NA	CUARTERO NHS
9	TEACHER- II	OSEC-DECSB-TCH2-420318-2012	12	26052	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	1 yr of relevant experience	(RA 1080) Teacher	NA	MAAYON NHS
10	TEACHER- II	OSEC-DECSB-TCH2-420151-2018	12	26052	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	1 yr of relevant experience	(RA 1080) Teacher	NA	CAPIZ NHS
11	TEACHER- II	OSEC-DECSB-TCH2-420453-2000	12	26052	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	1 yr of relevant experience	(RA 1080) Teacher	NA	CAPIZ NHS
12	TEACHER- II	OSEC-DECSB-TCH2-420579-2019	12	26052	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	1 yr of relevant experience	(RA 1080) Teacher	NA	CAPIZ NHS
13	TEACHER- II	OSEC-DECSB-TCH2-420246-2009	12	26052	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	1 yr of relevant experience	(RA 1080) Teacher	NA	CAPIZ NHS

INSTRUCTIONS/ 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. All documents must be sent not later than **November 28, 2021**.

Documents:

1. Letter of intent specifying the position applied.
2. Fully accomplished Personal Data Sheet with recent pass-port sized picture (CS Form 2012, Revised 2017) which can be downloaded at www.csc.gov.ph
3. Performance Rating for the last 3 rating periods (if applicable)
4. Service Record, Certificate of Employment if employed by a private company , duties and functions certified by the HR Officer/ or Head of Agency
5. Outstanding Accomplishments
 - a. Outstanding Employee Award
 - b. Innovation(s) duly approved by the Head of Office
 - c. Research and Development Projects conducted
 - d. Certificate as Resource Speaker/Trainer in Seminar/Trainings/Symposia , etc.
 - e. Articles published in news paper/ magazine of wide circulation
6. Photocopy of Transcript of Records and/or Highest Educational Attainment
7. Certificate of Trainings/Participation (relevant to the position applied for)
8. 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
9. Photocopy of certificate of eligibility/license/board of rating
10. Copy of Publication which can be viewed in the DepEd Capiz Division Website & csc.gov.ph

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

MA. SHARON S. BARRIENTOS

Administrative Officer IV/HRMO-II

Department of Education, Schools Division of Capiz

capiz@deped.gov.ph

Applicants for Non-Teaching position shall apply on-line or register on the link provided <https://bit.ly/37TE176>

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.