

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 26, 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 III	OSEC-DECSB-TCH3-420189-2000	13	28276	BSED or Bachelor's Degree plus 18 professional units in Education with appropriated major	None Required	2 yrs of relevant experience	(RA 1080) Teacher	NA	JAGNAYA NHS
2	Teacher III	OSEC-DECSB-TCH3-420193-2010	13	28276	BSED or Bachelor's Degree plus 18 professional units in Education with appropriated major	None Required	2 yrs of relevant experience	(RA 1080) Teacher	NA	JAGNAYA NHS
3	Teacher III	OSEC-DECSB-TCH3-420749-2015	13	28276	BSED or Bachelor's Degree plus 18 professional units in Education with appropriated major	None Required	2 yrs of relevant experience	(RA 1080) Teacher	NA	SAN NICOLAS NHS - PILAR
4	Teacher III	OSEC-DECSB-TCH3-420539-2014	13	28276	BSED or Bachelor's Degree plus 18 professional units in Education with appropriated major	None Required	2 yrs of relevant experience	(RA 1080) Teacher	NA	PONTEVEDRA NHS
5	TEACHER I	OSEC-DECSB-TCH1-445754-1998	11	23877	BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major	None Required	None Required	(RA 1080) Teacher	NA	MANUEL ONATO MNHS

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 **December 09, 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.