

Republic of the Philippines
Department of Education - Division of Digos City
Request for Publication of Vacant Positions

RECEIVED
DATE: 7/16/21 TIME: 3:02 PM
ANTOINETTE CUBILLA
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To: **CIVIL SERVICE COMMISSION (CSC)**

We hereby request the publication of the following vacant positions at the **DEPED-Division of Digos City** in the CSC website:

MYHRA FAYE L. BONTIA
Administrative Officer IV-HRMO

Date: **July 16, 2021**

Posting date:
Closing date:
(6 Items)

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job Pay/ Grade	Monthly Salary	Qualification Standards				Competency (If applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	MASTER TEACHER I (Secondary Grades)	OSEC-DECSB-MTCHR1-751791-1998	18	43,681.00	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 its equivalent	None required	3 years relevant experience	LET/PBET/ R.A.1080 (Teacher)	N/A	SECONDARY GRADES (MAPEH SUBJECT)
2	TEACHER III (Secondary Grades)	OSEC-DECSB-TCH3-750270-2012	13	28,276.00	Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major	None required	2 years relevant experience	LET/PBET/ R.A.1080 (Teacher)	N/A	SECONDARY GRADES (MAPEH SUBJECT)
3	TEACHER III	OSEC-DECSB-TCH3-753409-1998	13	28,276.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	2 years relevant experience	LET/PBET/ R.A.1080 (Teacher)	N/A	MATTI ES

4	TEACHER II	OSEC-DECSB-TCH2-750411-2012	12	26,052.00	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None required	1 year relevant experience	LET/PBET/R.A.1080	N/A	DIGOS CITY CENTRAL ES
5	ADMINISTRATIVE AIDE III	OSEC-DECSB-ADA3-750084-2004	3	13,572.00	Elementary School Graduate	None required	None required	Driver License (MC 10, S. 2013 - Cat. IV)	N/A	DIGOS CITY NHS
6	ADMINISTRATIVE AIDE I	OSEC-DECSB-ADA1-750201-2004	1	12,034.00	Must be able to read and write	None required	None required	None required	N/A	DIGOS CITY NHS
X	X	X	X	X	X	X	X	X	X	

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 **July 31, 2021**.

1. 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.
2. Performance Ratings in the last rating period (if applicable)
3. Photocopy of Certificate of Eligibility/Rating/License
4. Photocopy of the Official Transcript of Records with CAV
5. Photocopy of the Certificates of Speakership/Trainings/Seminar/Recognition/Awards/Commendations not used in the latest promotion.
6. Certificate of Employment.
7. Updated Service Record

Application Letter Address to:

CRISTY C. EPE

Schools Division Superintendent
Office of the Schools Division Superintendent

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

MYHARRA FAYE L. BONTIA

Administrative Officer IV-HRMO
Division of Digos City
Roxas corner Lopez Jaena Streets, Barangay Zone II, Digos City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED