

Republic of the Philippines
Department of Education
Schools Division Office of Kabankalan City
Request for Publication of Vacant Positions

CIVIL SERVICE COMMISSION
NEGROS OCCIDENTAL FIELD OFFICE

Electronic copy to be submitted to the CSC FO
must be in MS Excel format

RECEIVED
[Signature]
BENJIE Z. IGNACIO
HR SPECIALIST II

DATE: **FEB 17 2022**

TIME: 1:27

[Signature]
CHRIS G. ERABON
HRMO

Date: February 17, 2022

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Schools Division Office of Kabankalan City in the CSC website:

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	OSEC-DECSB-TCH2-420229-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 		Senior High Schools SDO
2	Teacher II	OSEC-DECSB-TCH2-420230-2021	12	27,608.00	Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization	At least NC II + TMC I *Appropriate to the specialization	6 months relevant teaching or 6 months of industry work experience	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 		Senior High Schools SDO
3	Teacher II	OSEC-DECSB-TCH2-420231-2021	12	27,608.00	Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization	At least NC II + TMC I *Appropriate to the specialization	6 months relevant teaching or 6 months of industry work experience	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 		Senior High Schools SDO
4	Teacher II	OSEC-DECSB-TCH2-420232-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 		Senior High Schools SDO
5	Teacher II	OSEC-DECSB-TCH2-420233-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 		Senior High Schools SDO
6	Teacher II	OSEC-DECSB-TCH2-420234-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 		Senior High Schools SDO

7	Teacher II	OSEC-DECSB-TCH2-420235-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO
8	Teacher II	OSEC-DECSB-TCH2-420236-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO
9	Teacher II	OSEC-DECSB-TCH2-420237-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO
10	Teacher II	OSEC-DECSB-TCH2-420238-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO
11	Teacher II	OSEC-DECSB-TCH2-420239-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO
12	Teacher II	OSEC-DECSB-TCH2-420240-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO
13	Teacher II	OSEC-DECSB-TCH2-420241-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO
14	Teacher II	OSEC-DECSB-TCH2-420242-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required Practitioners (parttime only): None required 	Senior High Schools SDO

15	Teacher II	OSEC-DECSB-TCH2-420243-2021	12	27,608.00	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None Required	None Required	<ul style="list-style-type: none"> * Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring * Regular applicants for a contractual position: None required * Practitioners (parttime only): None required 	Senior High Schools SDO
16	Administrative Aide VI	OSEC-DECSB-ADA6-420080-2014	6	16,877.00	Completion of 2 years studies in college	None Required	None Required	CS Sub Professional First Level Eligibility	OSDS
17	Administrative Aide VI	OSEC-DECSB-ADA6-420085-2014	6	16,877.00	Completion of 2 years studies in college	None Required	None Required	CS Sub Professional First Level Eligibility	OSDS

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 through the Records Unit. All documents must be submitted not later than March 1, 2022.

1. Letter of intent specifying the position applied for
2. Fully accomplished and notarized CSC Form 212 (must be computer encoded)
3. Service Record/Certificate of Employment specifying the duties and responsibilities, signed by Human Resource Management Officer or Head of Office
4. Other Designations (with specific duties and responsibilities), if any
5. Position Description Form for regular employees if from other government agencies
6. Certificate of Eligibility (PRC or CSC) with License (for Licensed Professionals)
7. Performance Rating for the last 3 rating period (IPCRF/OPCRF for regular employees)
8. Certificate of Trainings after the last promotion/appointment (relevant to the position applied for)
9. Outstanding Accomplishment after the last promotion/appointment
 - 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
10. Photocopy of Transcript of Record and/or Highest Educational Attainment
11. Omnibus Sworn Certification of the applicant stating that all documents submitted are authentic copies of the original, complete and all statements therein are true and correct sworn before a person authorized to administer oath

Note: All applicants must be computer literate and shall ensure completeness and accuracy of the documents submitted. No retrieval of folders will be allowed once stamped "received" except if permitted by the head of office on reasonable ground.

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

NICASIO S. FRIO, CESO VI
 Assistant Schools Division Superintendent
 Officer-In-Charge
 Office of the Schools Division Superintendent
 Tayum St., Brgy. 8, Kabankalan City, Negros Occidental
 applications.depedkabankalan@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.