

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:

WENNIE O. GAELA

ADMINISTRATIVE OFFICER IV/HRMO II

Date: 3-Nov-21

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	Administrative Assistant II	OSEC-DECSB-ADAS2-270357-2016	8	18251	Completion of 2 years studies in College	4 hours relevant training	1 year relevant experience	CAREER SERVICE (SUBPROFESSIONAL)/FIRST LEVEL ELIGIBILITY	n/a	DIVISION OF QUEZON
2	MASTER TEACHER I	OSEC-DECSB-MTCHR1-241999-1998	18	43681	Bachelor of Secondary Education (BSED) or Bachelors	NONE REQUIRED	3 YEARS RELEVANT EXPERIENCE	RA 1080 /LET/ PBET	n/a	QUEZON NATIONAL HIGH SCHOOL, LUCENA CITY
3	TEACHER III	OSEC-DECSB-TCH3-270373-2015	13	28276	Bachelor of Secondary Education (BSED) or Bachelors	NONE REQUIRED	2 YEARS RELEVANT EXPERIENCE	RA 1080 /LET/ PBET	n/a	QUEZON NATIONAL HIGH SCHOOL, LUCENA CITY
4	TEACHER II	OSEC-DECSB-TCH2-250282-1998	12	26052	Bachelor of Secondary Education (BSED) or Bachelors	NONE REQUIRED	1 YEAR RELEVANT EXPERIENCE	RA 1080 /LET/ PBET	n/a	QUEZON NATIONAL HIGH SCHOOL, LUCENA CITY
5	TEACHER I	OSEC-DECSB-TCH1-261751-1998	11	23877	Bachelor of Secondary Education (BSED) or Bachelors	NONE REQUIRED	NONE REQUIRED	RA 1080 /LET/ PBET	n/a	QUEZON NATIONAL HIGH SCHOOL, LUCENA CITY

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 November 13, 2021. Furthermore, you can also visit our website at www.depedquezon.com.ph for further announcement.

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 rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

EEOP Statement:

This office highly encourage all interested and qualified applicants regardless of age, gender, sexual orientation, social status, disability, civil status, religion, ethnicity, class and political affiliati

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

WENNIE O. GAELA

Administrative Officer IV/HRMO II

Sitio Fori, Brgy. Talipan Pagbilao Quezor

depedquezonhr00@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.