

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: 22-May-24

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 I	OSEC-DECSB-HTEACH1-270017-2022	14	33843	Bachelor of Elementary Education (BEED) or Bachelors Degree w/ 18 Professional Units in Education	24 HOURS OF RELEVANT TRAINING	TEACHER-IN-CHARGE FOR 1 YEAR; OR TEACHER FOR 3 YEARS	RA 1080 /LET/ PBET	n/a	INFANTA DISTRICT
2	HEAD TEACHER I	OSEC-DECSB-HTEACH1-13-2023	14	33843	Bachelor of Elementary Education (BEED) or Bachelors Degree w/ 18 Professional Units in Education	25 HOURS OF RELEVANT TRAINING	TEACHER-IN-CHARGE FOR 1 YEAR; OR TEACHER FOR 3 YEARS	RA 1080 /LET/ PBET	n/a	INFANTA DISTRICT

3	TEACHER II	OSEC-DECSB-TCH2-251949-1998	12	29165	Bachelor of Elementary Education (BEED) or Bachelors Degree plus 18 Professionals Units in Education	NONE REQUIRED	1 YEAR RELEVANT EXPERIENCE	RA 1080 /LET/ PBET	n/a	TIAONG DISTRICT
4	TEACHER II	OSEC-DECSB-TCH2-251922-1998	12	29165	Bachelor of Elementary Education (BEED) or Bachelors Degree plus 18 Professionals Units in Education	NONE REQUIRED	2 YEAR RELEVANT EXPERIENCE	RA 1080 /LET/ PBET	n/a	TIAONG DISTRICT

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 June 1, 2024. Furthermore, please visit our website at [www.depedquezon.com.ph](http://www.depedquezon.com.ph) for more information.

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](http://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.
5. Other documents as may be required by DepEd.

**EEOP Statement**

This office highly encourage any applicant within or outside DepEd to apply for a position, irrespective of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political beliefs

**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 Quezon

[sdo.quezon.recruitment@deped.gov.ph](mailto:sdo.quezon.recruitment@deped.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**