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Republic of the Philippines
DEPARTMENT OF EDUCATION
Division of Davao del Norte
Request for Publication of Vacant Positions

RECEIVED
Date: AUG 24 2021
Time: 10:29

ROCHELLE G. OPIANA
Administrative Officer IV
HRMO

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DepEd Division of Davao del Norte in the CSC website:

Date: **August 24, 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 | Public Schools District Supervisor | OSEC-DECSB-PSDS-750062-2014 | 22 | PHP 68,415.00 | Master's degree in Education or other relevant Master's degree | 16 hours of relevant training | 5 years cumulative experience in instructional supervision and school management | RA 1080 (Teacher) | | Curriculum Implementation Division, Division of Davao del Norte |
| 2 | Education Program Specialist II | OSEC-DECSB-EPS2-750067-2014 | 16 | PHP 36,628.00 | Bachelor's degree in Education or its equivalent | 4 hours of relevant training | 2 years experience in education research, development, implementation or other relevant experience | RA 1080 (Teacher); Career Service (Professional) Appropriate Eligibility for Second Level Position | | School Governance and Operations Division, Division of Davao del Norte |
| 3 | Education Program Specialist II | OSEC-DECSB-EPS2-750068-2014 | 16 | PHP 36,628.00 | Bachelor's degree in Education or its equivalent | 4 hours of relevant training | 2 years experience in education research, development, implementation or other relevant experience | RA 1080 (Teacher); Career Service (Professional) Appropriate Eligibility for Second Level Position | | School Governance and Operations Division, Division of Davao del Norte |

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 **September 10, 2021**.

1. Letter of Intent/Application Letter (addressed to the Schools Division Superintendent);
2. Fully accomplished and notarized Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and attached CS Form Work Experience Sheet which can be downloaded at www.csc.gov.ph;
3. Performance Evaluation Ratings (last 3 rating period) (if applicable);
4. Authenticated certificate of eligibility/rating/license;
5. Authenticated copy of Official Transcript of Records (with CAV issued by CHED);
6. Updated Service Records/Certificate of Employment;
7. Certificate of training/ seminar/ workshops attended relevant to vacant position, recognition/appreciation within 5 years and not used in the latest promotion;
8. Certificate of Outstanding Accomplishments (Outstanding employee award, Innovations, Research and Development Projects, Publication/Authorship, Consultant/Resource Speaker in Trainings/Seminars);
9. Latest Appointment (validated by CSC) (for Government Employees);
10. Current Position Description Form (PDF) (for Government Employees) or Certified Current Job Description (for applicants from Private Company);
11. Current Neuro-psychiatric exam result;
12. NBI Clearance
13. Current Drug Test Result; and
14. Omnibus Sworn Statement.

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

ROCHELLE G. OPIANA
Administrative Officer IV
Government Center, Mankilam, Tagum City
depeddavnorhrmo@gmail.com