

2024-08-01-0519

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

CS Form No. 9  
Revised 2018

Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Davao De Oro Division  
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-Davao De Oro Division in the CSC website:

**LUZ E. COMONAL**  
Administrative Officer IV  
HRMO  
Date: **July 31, 2024**

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	SPECIAL SCIENCE TEACHER I (SHS)	OSEC-DECSB-SPST1-750221-2022	13	31320	Bachelor's degree in a specialized field in Science, Technology, Engineering, Mathematics or other applied courses as identified and approved by DOST as priority S&T courses.	None required	None required	RA 1080 (Teacher) Secondary; if not RA 1080 eligible, applicant must pass the LET within five (5) years after the date of first hiring.		SCHOOLS DIVISION OF DAVAO DE ORO
2		OSEC-DECSB-SPST1-750222-2022								
3		OSEC-DECSB-SPST1-750223-2022								
4		OSEC-DECSB-SPST1-750224-2022								
5		OSEC-DECSB-SPST1-750227-2022								
6		OSEC-DECSB-SPST1-750228-2022								
7		OSEC-DECSB-SPST1-750229-2022								
8		OSEC-DECSB-SPST1-750016-2021								
9		OSEC-DECSB-SPST1-750030-2020								
10	TEACHER I (SHS)	OSEC-DECSB-TCH1-752306-2017	11	27000	a. ACADEMIC TRACK AND CORE SUBJECTS: Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 15 units of specialization in the relevant strand/subject. b. TECHNICAL-VOCATIONAL LIVELIHOOD (TVL) TRACK: Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization.	a. ACADEMIC TRACK AND CORE SUBJECTS: None required b. TECHNICAL-VOCATIONAL LIVELIHOOD (TVL) TRACK: At least NC II *Appropriate to the specialization	a. ACADEMIC TRACK AND CORE SUBJECTS: None required b. TECHNICAL-VOCATIONAL LIVELIHOOD (TVL) TRACK: None required	• Applicants for a permanent appointment: RA 1080 (Teacher); if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring • Applicants for a contractual position: None Required • Practitioners (part-time only): None required		SCHOOLS DIVISION OF DAVAO DE ORO
11		OSEC-DECSB-TCH1-752387-2017								
12		OSEC-DECSB-TCH1-751463-2016								
13		OSEC-DECSB-TCH1-751413-2016								
14		OSEC-DECSB-TCH1-752346-2017								
15		OSEC-DECSB-TCH1-752320-2017								
16		OSEC-DECSB-TCH1-752273-2017								

17	TEACHER I (SHS)	OSEC-DECSB-TCH1-751432-2016	11	27000	a. ACADEMIC TRACK AND CORE SUBJECTS: Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 15 units of specialization in the relevant strand/subject. b. TECHNICAL-VOCATIONAL LIVELIHOOD (TVL) TRACK: Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization.	a. ACADEMIC TRACK AND CORE SUBJECTS: None required b. TECHNICAL-VOCATIONAL LIVELIHOOD (TVL) TRACK: At least NC II *Appropriate to the specialization	a. ACADEMIC TRACK AND CORE SUBJECTS: None required b. TECHNICAL-VOCATIONAL LIVELIHOOD (TVL) TRACK: None required	<ul style="list-style-type: none"> <li>• Applicants for a permanent appointment: RA 1080 (Teacher); if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring</li> <li>• Applicants for a contractual position: None Required</li> <li>• Practitioners (part-time only): None required</li> </ul>	SCHOOLS DIVISION OF DAVAO DE ORO
18		OSEC-DECSB-TCH1-751450-2016							
19	TEACHER I (ELEMENTARY)	OSEC-DECSB-TCH1-788040-1998	11	27000	Bachelor of Elementary Education (BEED) or Bachelor's Degree plus 18 professional units in Education	None required	None required	PBET; LET; Teacher's Exam (RA 1080)	LAAK SOUTH
20		OSEC-DECSB-TCH1-751590-2015							MONKAYO WEST
21		OSEC-DECSB-TCH1-773485-1998							MACO SOUTH
22		OSEC-DECSB-TCH1-773383-1998							MACO NORTH

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. Please signify your interest in writing and attach the following documents to your application letter and send to the address below not later than **AUGUST 13, 2024**, to wit:

- 1 Letter of intent addressed to the Head of Office;
- 2 Duly accomplished Personal Data Sheet (CS Form 212, revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph) with Work Experience Sheet and 1 Passport size ID picture;
- 3 Photocopy of valid and updated **PRC License/ID** (not expired/or to expire within 6 months upon submission of application or Proof of Eligibility ;
- 4 Photocopy of Certificate of Eligibility (**CSC**)/Report of Rating, if applicable;
- 5 Photocopy of scholastic/academic record such as but not limited to Certification on the Authenticity and Veracity (**CAV**) Transcript of Records (**TOR**) and Diploma/certification on **CAR**, including completion of graduate and post-graduate units/degrees, if available;
- 6 Photocopy of Certificate/s of Training, if applicable;
- 7 Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
- 8 Photocopy of latest appointment, if applicable;
- 9 Photocopy of the Performance Rating in the **last rating period(s)** covering one (1) year performance in the current/latest position prior to the deadline of submission, if applicable;
- 10 Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form pursuant to RA No. 10173 (Data Privacy Act of 2012) using the attached form (**Annex C**), **notarized by authorized official**; and
- 11 Other documents as may be required by the HRMPSB for comparative assessment, including but not limited to:
  - i. Means of Verification (MOVs) showing: **Outstanding Accomplishments, Application of Education, and Application of Learning and Development** reckoned from the date of last issuance of appointment; and
  - ii. Photocopy of the Performance Rating obtained from the relevant work experience, if Performance Rating in Item (i) is not relevant to the position to be filled; if applicable.

**LUZ E. COMONAL**

Administrative Officer IV

Capitol Complex, Cabidanan, Nabunturan, Davao De Oro

[personnel.davaodeoro@deped.gov.ph](mailto:personnel.davaodeoro@deped.gov.ph)

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