

Republic of the Philippines
Department of Education-Schools Division of Iloilo City
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, Schools Division of Iloilo City in the CSC website:


CHARISE MAJELLA D. CASTELLANO
Administrative Officer IV

Date: May 28, 2020

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Public School District Supervisor	OSEC-DECSB-PSDS-420331-1998	22	66,867.00	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional units in Education; Master's degree in Education or other relevant Master's degree	16 hours relevant training	5 years cumulative experience in instructional supervision and school management	RA 1080 (Teacher)	Proficient	SDO-Iloilo City
2	School Principal II	OSEC-DECSB-SP2-420293-2010	20	52,703.00	Bachelor's degree Elementary Education; or Bachelor's degree with 18 professional units in Education; plus 6 units Management	40 hours relevant training	1 year as Principal	RA 1080 (Teacher)	Proficient	SDO-Iloilo City
3	School Principal II	OSEC-DECSB-SP2-420295-2010	20	52,703.00	Bachelor's degree Elementary Education; or Bachelor's degree with 18 professional units in Education; plus 6 units Management	40 hours relevant training	1 year as Principal	RA 1080 (Teacher)	Proficient	SDO-Iloilo City
4	School Principal II	OSEC-DECSB-SP2-420300-2010	20	52,703.00	Bachelor's degree Elementary Education; or Bachelor's degree with 18 professional units in Education; plus 6 units Management	40 hours relevant training	1 year as Principal	RA 1080 (Teacher)	Proficient	SDO-Iloilo City
5	Head Teacher I	OSEC-DECSB-HTEACH1-420064-2016	14	29,277.00	Bachelor's degree Elementary Education; or Bachelor's degree with 18 professional units in Education	TIC for 1 year; or teacher for 3 years	24 hours relevant training	RA 1080 (Teacher)	Advance	SDO-Iloilo City
6	Administrative Officer II	OSEC-DECSB-ADOF2-420176-2016	11	22,316.00	Bachelor's degree	4 hours of relevant training	1 year relevant experience	Career Service Professional/Second Level eligibility	Advance	SDO-Iloilo City
7	Administrative Assistant III	OSEC-DECSB-ADAS3-420292-2017	9	18,784.00	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
8	Administrative Assistant II	OSEC-DECSB-ADAS2-420070-2014	8	17,505.00	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
9	Administrative Assistant II	OSEC-DECSB-ADAS2-283-2018	8	17,505.00	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
10	Administrative Assistant II	OSEC-DECSB-ADAS2-285-2018	8	17,505.00	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
11	Administrative Assistant II	OSEC-DECSB-ADAS2-286-2018	8	17,505.00	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
12	Administrative Assistant II	OSEC-DECSB-ADAS2-287-2018	8	17,505.00	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
13	Administrative Assistant II	OSEC-DECSB-ADAS2-288-2018	8	17,505.00	Completion of two-year studies in college	4 hours of relevant training	1 year relevant experience	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
14	Administrative Aide VI	OSEC-DECSB-ADA6-420074-2014	6	15,524.00	Completion of two-year studies in college	None required	None required	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City
15	Administrative Aide VI	OSEC-DECSB-ADA6-420047-2004	6	15,524.00	Completion of two-year studies in college	None required	None required	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City ICNHS
16	Administrative Aide VI	OSEC-DECSB-ADA6-420077-2014	6	15,524.00	Completion of two-year studies in college	None required	None required	Career Service Sub Professional/First Level eligibility	Basic	SDO-Iloilo City

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and submit to the address below not later than June 10, 2020

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.

QUALIFIED APPLICANTS are advised to hand in their application to:

MA. LUZ M. DE LOS REYES, Ph.D., CESO VI
Schools Division Superintendent
Email: infodepedililoicity@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I	OSEC-DECSB-ADA1-420114-2004	1	11,551.00	Must be able to read and write	None required	None required	None required		SDO-Iloilo City ICNHS
2	Administrative Aide I	OSEC-DECSB-ADA1-420113-2004	1	11,551.00	Must be able to read and write	None required	None required	None required		SDO-Iloilo City ICNHS
3	Administrative Aide I	OSEC-DECSB-ADA1-420111-2004	1	11,551.00	Must be able to read and write	None required	None required	None required		SDO-Iloilo City ICNHS
4	Administrative Aide I	OSEC-DECSB-ADA1-420007-2004	1	11,551.00	Must be able to read and write	None required	None required	None required		SDO-Iloilo City
5	Teacher II	OSEC-DECSB-TCH2-420473-2015	12	22,938.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City
6	Teacher II	OSEC-DECSB-TCH2-420294-2014	12	22,938.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City TCT-AR
7	Teacher II	OSEC-DECSB-TCH2-420295-2014	12	22,938.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City TCT-AR
8	Teacher III	OSEC-DECSB-TCH3-433499-1998	13	26,754.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City
9	Teacher III	OSEC-DECSB-TCH3-433518-1998	13	26,754.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City
10	Teacher III	OSEC-DECSB-TCH3-433522-1998	13	26,754.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City
11	Teacher III	OSEC-DECSB-TCH3-433548-1998	13	26,754.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City
12	Teacher III	OSEC-DECSB-TCH3-433749-1998	13	26,754.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City
13	Teacher III	OSEC-DECSB-TCH3-429819-1998	13	26,754.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City-JNHS
14	Teacher III	OSEC-DECSB-TCH3-429825-1998	13	26,754.00	BSEED/BEED or its equivalent	None required	None required	RA 1080 (Teacher)	Basic	SDO-Iloilo City-JNHS
15	Head Teacher III	OSEC-DECSB-HTEACH3-421492-1998	16	35,106.00	Bachelor's degree Secondary Education; or Bachelor's degree with 18 professional units in Education with appropriate field of specialization	24 hours of relevant training	HT for 2 years; or TIC for 2 years or Teacher for 5 years	RA 1080 (Teacher)	Advance	SDO-Iloilo City JMNHS
16	Head Teacher III	OSEC-DECSB-HTEACH3-421503-1998	16	35,106.00	Bachelor's degree Secondary Education; or Bachelor's degree with 18 professional units in Education with appropriate field of specialization	24 hours of relevant training	HT for 2 years; or TIC for 2 years or Teacher for 5 years	RA 1080 (Teacher)	Advance	SDO-Iloilo City-RGHMNHS
17	Master Teacher II	OSEC-DECSB-MTCHR2-420993-1998	19	46,791.00	BSEED/BEED or Bachelor's degree plus 24 professional units in Education; and 18 units for a Master's Degree in Education or its equivalent	24 hours of relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)	Advance	SDO-Iloilo City-RGHMNHS
18	Master Teacher II	OSEC-DECSB-MTCHR2-420996-1998	19	46,791.00	BSEED/BEED or Bachelor's degree plus 18 professional units in Education; and 24 units for a Master's Degree in Education or its equivalent	24 hours of relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)	Advance	SDO-Iloilo City-JNHS
19	Master Teacher II	OSEC-DECSB-MTCHR2-420999-1998	19	46,791.00	BSEED/BEED or Bachelor's degree plus 18 professional units in Education; and 24 units for a Master's Degree in Education or its equivalent	24 hours of relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)	Advance	SDO-Iloilo City-JNHS

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Schools Division Superintendent
Email: infodepediloilocity@gmail.com

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