

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:

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



Administrative Officer IV
HR/MO
Date
January 30, 2023

No.	Position Title	Plantilla Item No.	Salary/ Job Pay	Monthly Salary	Qualification Standards				Competency (if)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	SCHOOL PRINCIPAL IV (SECONDARY)	OSEC-DECSB-SP4-750013-2019	22	71511	Bachelor's degree in Secondary Education, or Bachelor's degree with 18 professional education units plus 6 units of Management	Forty (40) hours of relevant training	Three (3) years as Principal	PBET LET Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO	
2	SCHOOL PRINCIPAL III (Elementary)	OSEC-DECSB-SP3-750010-2019	21	63997	Bachelor's degree in Elementary Education, or Bachelor's degree with 18 professional education units plus 6 units of Management	Forty (40) hours of relevant training	Two (2) years as Principal	PBET LET Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO	
3	SCHOOL PRINCIPAL II (Secondary)	OSEC-DECSB-SP2-750024-2019	20	57347	Bachelor's degree in Secondary Education, or Bachelor's degree with 18 professional education units plus 6 units of Management	Forty (40) hours of relevant training	One (1) year as Principal	PBET LET Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO	
4	SCHOOL PRINCIPAL II (Elementary)	OSEC-DECSB-SP2-750049-2019	20	57347	Bachelor's degree in Elementary Education (BEED), or Bachelor's Degree with 18 professional Education units plus 6 units of Management	Forty (40) hours of relevant training	1 year as Principal	PBET LET Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO	
5		OSEC-DECSB-SP2-750012-2011								
6		OSEC-DECSB-SP2-750187-2010								
7		OSEC-DECSB-SP2-750011-2022								

8	SCHOOL PRINCIPAL I (Secondary)	OSEC-DECSB-SP1-750597-2010	19	51357	Bachelor's degree in Secondary Education (BSED), or Bachelor's Degree with 18 professional Education units	Forty (40) hours of relevant training	Head Teacher (HT) for 1 year, or Teacher-in-Charge (TIC) for 2 years, or Master Teacher (MT) for 2 years, or Teacher for 5 years	PBET: LET Teacher's Exam (RA 1080).	SCHOOLS DIVISION OF DAVAO DE ORO
		OSEC-DECSB-SP1-750139-2014							
10		OSEC-DECSB-SP1-750674-2010	19	51357	Bachelor's degree in Elementary Education (BEED), or Bachelor's degree with 18 professional Education units	Forty (40) hours of relevant training	Head Teacher (HT) for 1 year, or Teacher-in-Charge (TIC) for 2 years, or Master Teacher (MT) for 2 years, or Teacher for 5 years	PBET: LET Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO
		OSEC-DECSB-SP1-750598-2010							
13		OSEC-DECSB-SP1-750631-2010	16	39672	Bachelor's degree in Secondary Education, or Bachelor's degree with 18 professional education units with appropriate field of specialization	Twenty-four (24) hours of relevant training	Head Teacher for 2 years, or Teacher for 5 years	PBET: LET Teacher's Exam (RA 1080)	COMPOSTELA NHS
		OSEC-DECSB-SP1-750327-1998							
14	HEAD TEACHER III (Secondary)	OSEC-DECSB-SP1-750567-2010	15	36619	Bachelor's degree in Secondary Education, or Bachelor's degree with 18 professional education units with appropriate field of specialization	Twenty-four (24) hours of relevant training	Head Teacher for 1 year, or Teacher for 4 years	PBET: LET Teacher's Exam (RA 1080)	PANTUKAN NHS
		OSEC-DECSB-SP1-750005-2015							
17	HEAD TEACHER I (Secondary)	OSEC-DECSB-SP1-750021-2021	16	39672	Bachelor's degree in Elementary Education (BEED), or Bachelor's degree with 18 professional Education units	Twenty-four (24) hours of relevant training	Head Teacher for 2 years, or Teacher for 5 years	PBET: LET Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO
		OSEC-DECSB-SP1-750306-1998							
18	HEAD TEACHER III (ELEMENTARY)	OSEC-DECSB-SP1-750005-2015	14	33843	Bachelor's degree in Secondary Education, or Bachelor's degree with 18 professional education units with appropriate field of specialization	Twenty-four (24) hours of relevant training	Teacher-in-Charge for 1 year, or Teacher for 3 years	PBET: LET Teacher's Exam (RA 1080)	MONKAYO NHS
		OSEC-DECSB-SP1-750005-2015							

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19		OSEC-DECSB-HTEACH2-750231-1998								
20	HEAD TEACHER II (Elementary)	OSEC-DECSB-HTEACH2-750031-2020	15	36619	Bachelor's degree in Elementary Education, or Bachelor's degree with 18 professional education units	Twenty-four (24) hours of relevant training	Head Teacher for 1 year, or TIC for 1 year, or Teacher for 4 years	PBET, LET, Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO	
		OSEC-DECSB-HTEACH2-750030-2020								
21		OSEC-DECSB-HTEACH2-750030-2020								
22		OSEC-DECSB-HTEACH2-750209-1998								
23	HEAD TEACHER I (Elementary)	OSEC-DECSB-HTEACH1-750086-1998	14	33843	Bachelor's degree in Elementary Education, or Bachelor's degree with 18 professional education units	Twenty-four (24) hours of relevant training	TIC for 1 year, or Teacher for 3 years	PBET, LET, Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO	
		OSEC-DECSB-HTEACH1-750067-2019								
24		OSEC-DECSB-HTEACH1-750067-2019								
25		OSEC-DECSB-ASP2-750014-2016								
26		OSEC-DECSB-ASP2-750015-2016								
27		OSEC-DECSB-ASP2-750016-2016								
28		OSEC-DECSB-ASP2-750017-2016								
29	ASSISTANT SCHOOL PRINCIPAL II (SHS)	OSEC-DECSB-ASP2-750022-2016	19	51357	Bachelor's degree in Education or its equivalent with a major and minor, or Bachelor's degree in Arts and Sciences with at least 10 units in professional education	Eight (8) hours of relevant training	Two (2) year of relevant experience	PBET, LET, Teacher's Exam (RA 1080)	SCHOOLS DIVISION OF DAVAO DE ORO	
		OSEC-DECSB-ASP2-750023-2016								
		OSEC-DECSB-ASP2-750024-2016								
		OSEC-DECSB-ASP2-750026-2016								
30		OSEC-DECSB-ASP2-750023-2016								
31		OSEC-DECSB-ASP2-750024-2016								
32		OSEC-DECSB-ASP2-750026-2016								
33		OSEC-DECSB-ASP2-750031-2016								
34	EDUCATION PROGRAM SUPERVISOR	OSEC-DECSB-EPSVA-750118-2010	22	71511	Master's degree in Education or other relevant Master's degree with specific area of specialization	8 hours of relevant training	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher	RA 1080 (Teacher)	SCHOOLS DIVISION OF DAVAO DE ORO	
35	GUIDANCE COUNSELOR III	OSEC-DECSB-GUIDC3-750704-2022	13	31320	Master's degree in Guidance and Counselling	None required	None required	RA 1080 (Guidance Counselor)	COMPOSTELA NHS	

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 **February 13, 2023**, to wit:

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. Duly approved performance rating for the last 3 rating period (if applicable);
3. Authenticated certificate of eligibility/rating;
4. Authenticated PRC license (not expirador to expire within 6 months upon submission of application);
5. Certified photocopy of Transcript of Records with CAV issued by CHED or certification from SUC;
6. Photocopy of certificate of training/seminar/workshops attended relevant to vacant position within 5 years and not used in the latest promotion;
7. Photocopy of the following: Outstanding Employee Awards; approved innovative work plan, research and development projects; publication/authorship; Certification of recognition as resource speaker in trainings/seminar/workshops/symposia; Certification of recognition as resource speaker in trainings/seminar/workshops/symposia;
8. Updated Service Records.

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

LUZ E. COMONAL

Administrative Officer IV

Capitol Complex, Cabildanan, Nabunturan, Davao De Oro

[PERSONNEL.DAVAO@DAO.GOV.PH](mailto:personnel.davao@dao.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

