


Republic of the Philippines  
**Department of Education-Division of Aklan**  
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 DepED-DIVISION OF AKLAN in the CSC website:

  
**PATROCENIA Y. MAMBURAM**  
Administrative Officer V

Date: February 3, 2022

No.	Position Title	Plantilla Item No.	Salary /Job/Pay Grade	Monthly Salary	Qualification Standards					Place Of Assignment
					Education	Training	Experience	Eligibility	Competency (If applicable)	
1	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420041-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
2	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420044-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
3	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420048-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
4	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420050-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
5	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420052-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
6	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420053-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
7	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420056-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
8	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420059-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
9	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420067-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
10	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420083-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan

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11	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420088-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
12	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420093-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Division of Aklan
13	Security Guard I	OSEC-DECSB-SECG1-420207-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Tangalan National High School
14	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420126-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Regional Science High School VI
15	Administrative Aide IV (Clerk II)	OSEC-DECSB-ADA4-420060-2004	4	14993	Completion of two years studies in college	None required	None required	Career Service Subprofessional/ First Level Eligibility		Numancia National School of Fisheries
16	Watchman I	OSEC-DECSB-WCHM1-420083-1998	2	13305	Elementary School Graduate	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Numancia National School of Fisheries
17	Security Guard I	OSEC-DECSB-SECG1-420329-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Malinao School for Philippine Craftsmen
18	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420122-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Malinao School for Philippine Craftsmen
19	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420123-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Malinao School for Philippine Craftsmen
20	Security Guard I	OSEC-DECSB-SECG1-420320-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Libacao National Forestry Vocational High School
21	Security Guard I	OSEC-DECSB-SECG1-420322-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Libacao National Forestry Vocational High School
22	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420120-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Libacao National Forestry Vocational High School
23	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420121-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Libacao National Forestry Vocational High School

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24	Administrative Aide III (Driver I)	OSEC-DECSB-ADA3-420052-2004	3	14125	Elementary school graduate	None required	None required	Professional Driver's License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Buruanga Vocational School
25	Security Guard I	OSEC-DECSB-SECG1-420325-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Buruanga Vocational School
26	Security Guard I	OSEC-DECSB-SECG1-420209-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Batan Academy (A National School)
27	Security Guard I	OSEC-DECSB-SECG1-420210-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Batan Academy (A National School)
28	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420117-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Batan Academy (A National School)
29	Administrative Aide III (Driver I)	OSEC-DECSB-ADA3-420050-2004	3	14125	Elementary school graduate	None required	None required	Professional Driver's License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Altavas National School
30	Security Guard I	OSEC-DECSB-SECG1-420213-1998	3	14125	High School Graduate	None required	None required	Security Guard License (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. IV)		Altavas National School
31	Administrative Aide I (Utility Worker I)	OSEC-DECSB-ADA1-420115-2004	1	12517	Must be able to read and write	None required	None required	None required (CSC MC 11, s. 1996, as amended by CSC MC 10, s. 2013 - Cat. III)		Altavas National School
32	Teacher I	OSEC-DECSB-TCH1-423691-2012	11	25439	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 Professional units in Education	None required	None required	RA 1080 (Teacher)		Division of Aklan
33	Teacher III	OSEC-DECSB-TCH3-427502-1998	13	29798	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 Professional units in Education	None required	2 years relevant experience	RA 1080 (Teacher)		Division of Aklan
34	Master Teacher I	OSEC-DECSB-MTCHR1-424127-1998	18	45203	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 Professional units in Education and 18 units for a Master's degree in Education or its equivalent	None required	3 years relevant experience	RA 1080 (Teacher)		Division of Aklan
35	Teacher I	OSEC-DECSB-TCH1-420933-2011	11	25439	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 Professional units in Education	None required	None required	RA 1080 (Teacher)		Division of Aklan

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36	Teacher III	OSEC-DECSB-TCH3-427436-1998	13	29798	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 Professional units in Education	None required	2 years relevant experience	RA 1080 (Teacher)		Division of Aklan
37	Teacher III	OSEC-DECSB-TCH3-427438-1998	13	29798	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 Professional units in Education	None required	2 years relevant experience	RA 1080 (Teacher)		Division of Aklan
38	Master Teacher II	OSEC-DECSB-MTCHR2-420868-1998	19	49835	Bachelor of Elementary Education (BEEd) or bachelor's degree plus 18 professional units in Education and 24 units for a Master's degree in Education or its equivalent	4 hours relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 (Teacher)		Division of Aklan
39	Teacher I	OSEC-DECSB-TCH1-420025-2016	11	25439	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 Professional units in Education	None required	None required	RA 1080 (Teacher)		Division of Aklan
40	Teacher I	OSEC-DECSB-TCH1-420336-2007	11	25439	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 Professional units in Education with appropriate major	None required	None required	RA 1080 (Teacher)		Kinalangay Integrated School
41	Teacher III	OSEC-DECSB-TCH3-420070-2002	13	29798	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 Professional units in Education with appropriate major	None required	2 years relevant experience	RA 1080 (Teacher)		Ondoy National High School

This Office highly encourages all interested and qualified applicants including persons with disability (PWD), members of indigenous communities, and those from any sexual orientation & gender identities (SOGI). Applicants should signify interest in writing. Attach the following documents to the application letter and HAND IN or SEND THROUGH A COURIER TO THE ADDRESS BELOW NOT LATER THAN **FEBRUARY 15, 2022**. Applicants with complete requirements and who meet the minimum qualifications standards will undergo a competency-based assessment process.

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; and
5. Photocopy of Certificate of Employment, Training/s and Awards (if applicable)

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

**PATROCENIA Y. MAMBURAM**

*Administrative Officer V*

Poblacion, Numancia, Aklan

[deped\\_aklan@hotmail.com](mailto:deped_aklan@hotmail.com)

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