


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: **NOVEMBER 24, 2020**

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	Teacher I	OSEC-DECSB-TCH1-420307-2007	11	22316	Bachelor's degree in Elementary Education or Bachelor's degree with 18 Professional Education units	None required	None required	RA 1080 LET/PBET		Division of Aklan
2	Teacher I	OSEC-DECSB-TCH1-420038-2016	11	22316	Bachelor's degree in Elementary Education or Bachelor's degree with 18 Professional Education units	None required	None required	RA 1080 LET/PBET		Division of Aklan
3	Teacher III	OSEC-DECSB-TCH3-420370-2014	13	26754	Bachelor's degree in Elementary Education or Bachelor's degree with 18 Professional Education units	None required	Teacher for two (2) year	RA 1080 LET/PBET		Division of Aklan
4	Teacher III	OSEC-DECSB-TCH3-420833-2012	13	26754	Bachelor's degree in Elementary Education or Bachelor's degree with 18 Professional Education units	None required	Teacher for two (2) year	RA 1080 LET/PBET		Division of Aklan
5	Head Teacher I	OSEC-DECSB-HTEACH1-420017-2010	14	29277	Bachelor's degree in Elementary Education; or Bachelors degree with 18 Professional Education Units	24 hrs. of relevant training	TIC for 1 year; or Teacher for 3 years.	RA 1080 (LET/PBET)		Division of Aklan
6	Head Teacher II	OSEC-DECSB-HTEACH2-420134-1998	15	32053	Bachelor's degree in Elementary Education; or Bachelors degree with 18 Professional Education units	24 hrs. of relevant training	HT for 1 year; or TIC for 1 year; or Teacher for 4 years.	RA 1080 (LET/PBET)		Division of Aklan
7	Head Teacher II	OSEC-DECSB-HTEACH2-420132-1998	15	32053	Bachelor's degree in Elementary Education; or Bachelors degree with 18 Professional Education units	24 hrs. of relevant training	HT for 1 year; or TIC for 1 year; or Teacher for 4 years.	RA 1080 (LET/PBET)		Division of Aklan

8	Master Teacher I	OSEC-DECSB-MTCHR1-424093-1998	18	40637	Bachelor's degree in Elementary Education or Bachelor's degree with 18 Professional Education units w/ at least 18 M.A. units in Education or its equivalent	None required	Teacher for three (3) years	RA 1080 LET/PBET		Division of Aklan
9	School Principal I	OSEC-DECSB-SP1-420026-2014	19	46791	Bachelor's degree in Elementary Education; or Bachelors degree with 18 Professional Education Units	40 hrs. of relevant training	HT for 1 year.; or TIC for 2 years; or MT for 2 years.; or Teacher for 5 years.	RA 1080 (LET/PBET)		Division of Aklan
10	School Principal I	OSEC-DECSB-SP1-420046-2010	19	46791	Bachelor's degree in Elementary Education; or Bachelors degree with 18 Professional Education Units	40 hrs. of relevant training	HT for 1 year.; or TIC for 2 years; or MT for 2 years.; or Teacher for 5 years.	RA 1080 (LET/PBET)		Division of Aklan
11	School Principal I	OSEC-DECSB-SP1-420045-2010	19	46791	Bachelor's degree in Elementary Education; or Bachelors degree with 18 Professional Education Units	40 hrs. of relevant training	HT for 1 year.; or TIC for 2 years; or MT for 2 years.; or Teacher for 5 years.	RA 1080 (LET/PBET)		Division of Aklan
12	Teacher III (Senior High School)	OSEC-DECSB-TCH3-420521-2016	13	26754	Bachelor's degree with a major in the relevant strand/subject or any Bachelor's degree plus at least 12 units towards a Master's degree in the relevant strand/subject	4 hours of training relevant to the subject area specialization	1 yr. of relevant teaching/industry work experience;	RA 1080 (LET/PBET)		Division of Aklan- Senior High School
13	Teacher III (Senior High School)	OSEC-DECSB-TCH3-420513-2016	13	26754	Bachelor's degree with a major in the relevant strand/subject or any Bachelor's degree plus at least 12 units towards a Master's degree in the relevant strand/subject	4 hours of training relevant to the subject area specialization	1 yr. of relevant teaching/industry work experience;	RA 1080 (LET/PBET)		Division of Aklan- Senior High School
14	Teacher III (Senior High School)	OSEC-DECSB-TCH3-420517-2016	13	26754	Bachelor's degree with a major in the relevant strand/subject or any Bachelor's degree plus at least 12 units towards a Master's degree in the relevant strand/subject	4 hours of training relevant to the subject area specialization	1 yr. of relevant teaching/industry work experience;	RA 1080 (LET/PBET)		Division of Aklan- Senior High School
15	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-420030-2017	9	18784	Completion of 2 years studies in college preferably with at least nine (9) units in accounting subjects; or Completion of at least 2 years studies preferably in Bachelor's Degree in Accountancy or Commerce or Business Administration Major in Accounting	4 hours of relevant training in accounting and 4 hours training on the use of computers and spreadsheet software (e.g. Microsoft Excel)	one (1) year relevant experience preferably on accounting activities/tasks	Career Service (Sub-Professional); First Level Eligibility		Division of Aklan - Office of the Schools Division Superintendent

16	Administrative Assistant III (Senior Bookkeeper)	OSEC-DECSB-ADAS3-420026-2007	9	18784	Completion of 2 years studies in college preferably with at least nine (9) units in accounting subjects; or Completion of at least 2 years studies preferably in Bachelor's Degree in Accountancy or Commerce or Business Administration Major in Accounting	4 hours of relevant training in accounting and 4 hours training on the use of computers and spreadsheet software (e.g. Microsoft Excel)	one (1) year relevant experience preferably on accounting activities/tasks	Career Service (Sub-Professional); First Level Eligibility		Ochando National High School
17	Teacher III	OSEC-DECSB-TCH3-420611-2010	13	26754	Bachelor's degree in Secondary Education or its equivalent with 18 Professional Education Units with appropriate major	None required	Teacher for two (2) years	RA 1080 LET/PBET		Gaudencio L. Vega National High School
18	Teacher II	OSEC-DECSB-TCH2-420305-2010	12	24495	Bachelor's degree in Secondary Education or its equivalent with 18 Professional Education Units with appropriate major	None required	Teacher for one (1) year	RA 1080 (Teacher)		Gaudencio L. Vega National High School
19	Teacher I	OSEC-DECSB-TCH1-446488-1998	11	22316	Bachelor's degree in Secondary Education or its equivalent with 18 Professional Education Units with appropriate major	None required	None required	RA 1080 (LET/PBET)		Gaudencio L. Vega National High School
20	Teacher I	OSEC-DECSB-TCH1-446490-1998	11	22316	Bachelor's degree in Secondary Education or its equivalent with 18 Professional Education Units with appropriate major	None required	None required	RA 1080 (LET/PBET)		Gaudencio L. Vega National High School
21	Teacher I	OSEC-DECSB-TCH1-423826-2012	11	22316	Bachelor's degree in Secondary Education or its equivalent with 18 Professional Education Units with appropriate major	None required	None required	RA 1080 (LET/PBET)		Madalag National High School
22	Teacher I	OSEC-DECSB-TCH1-420193-2006	11	22316	Bachelor's degree in Secondary Education or its equivalent with 18 Professional Education Units with appropriate major	None required	None required	RA 1080 (LET/PBET)		Madalag National High School-Mamba Extension
23	Administrative Assistant II (Disbursing Officer II)	OSEC-DECSB-ADAS2-420018-2017	8	17505	Completion of two-year studies in college	Four (4) hours of relevant training	one (1) year relevant experience	Career Service (Sub-Professional); First Level Eligibility		Division of Aklan - Office of the Schools Division Superintendent

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 **December 10, 2020**. 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.
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_akan@hotmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.