


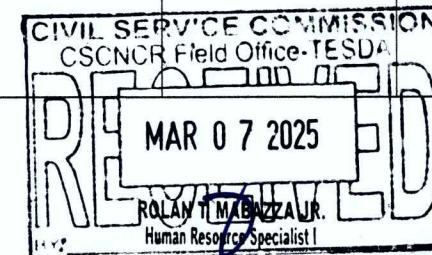
Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

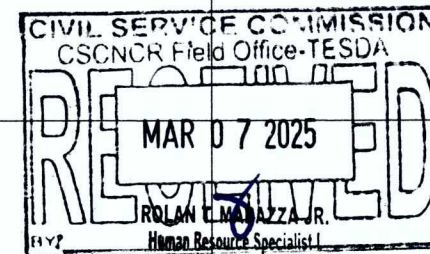
We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF EDUCATION in the CSC website:


ANGELA M. FRANCISCO
ADMINISTRATIVE OFFICER IV - HRMO
Date: March 7, 2025

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	SCHOOL PRINCIPAL IV	OSEC-DECSB-SP4-30251-2010	22	78,162.00	Bachelor's degree in Secondary Education; or Bachelor's degree w/ 18 professional education units + 6 units of Management	40 hours of relevant training	3 years as Principal	RA 1080 (Teacher)		SDO Muntinlupa Junior High School
2	SCHOOL PRINCIPAL III	OSEC-DECSB-SP3-30003-2020	21	70,013.00	Bachelor's degree in Secondary Education; or Bachelor's degree w/ 18 professional education units + 6 units of Management	40 hours of relevant training	2 years as Principal	RA 1080 (Teacher)		SDO Muntinlupa Junior High School
3	ASSISTANT SCHOOL PRINCIPAL II	OSEC-DECSB-ASP2-30077-2016	19	56,390.00	Bachelor's degree in education or its equivalent with a major and minor, or Bachelor's degree in Arts and Sciences with at least ten (10) units in professional education	8 hours of relevant training	2 years relevant experience	PBET/ Teacher/ RA 1080		SDO Muntinlupa Senior High School



4	ASSISTANT SCHOOL PRINCIPAL II	OSEC-DECSB-ASP2-30078-2016	19	56,390.00	Bachelor's degree in education or its equivalent with a major and minor, or Bachelor's degree in Arts and Sciences with at least ten (10) units in professional education	8 hours of relevant training	2 years relevant experience	PBET/ Teacher/ RA 1080	SDO Muntinlupa Senior High School
5	HEAD TEACHER VI	OSEC-DECSB-HTEACH6-30015-2004	19	56,390.00	Bachelor's degree in Secondary Education; or Bachelor's degree w/ 18 professional education units with appropriate field of specialization	24 hours of relevant training	HT for 5 years; or Master Teacher (MT) for 4 years	RA 1080 (Teacher)	MNHS Junior High School
6	HEAD TEACHER IV	OSEC-DECSB-HTEACH4-30014-2012	17	47,247.00	Bachelor's degree in Secondary Education; or Bachelor's degree w/ 18 professional education units with appropriate field of specialization	24 hours of relevant training	HT for 3 years; or Master Teacher (MT) for 2 years	RA 1080 (Teacher)	PEDHS Junior High School



Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than March 17, 2025.

- *"This Office recognizes Equal Opportunity Principle and all qualified applicants will receive consideration for employment without regard to sex or gender preference, age, ethnicity, religious affiliation, national origin, disability status, or any other characteristics protected by law"
- * Letter of intent addressed to the Head of Office, or to the highest human resource officer
- * Duty accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) and Work Experience Sheet, if applicable.
- * Photocopy of valid and updated PRC License/ID, if applicable
- * Photocopy of Certificate of Eligibility/Report of Rating, if applicable
- * Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees
- * Photocopy of Certificate/s of Training, if applicable
- * Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable
- * Photocopy of latest appointment, if applicable
- * Photocopy of the Performance Rating/s in the last rating period(s) covering one (1) year performance prior to the assessment, if applicable
- * 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

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

ANGELA M. FRANCISCO
 ADMINISTRATIVE OFFICER IV - HRMO
 Centennial Ave., Tunasan, Munt. City
 recruitment.sdомuntinlupa@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.