

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

PROVINCIAL FIELD OFFICE
City of San Fernando, Pampanga
RECEIVED
APR 11 2023

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

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:

(Signature)
DEPTER B. PANGILINAN
ADMINISTRATIVE OFFICER IV - HRMO II
Date: 4/11/2023

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	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150195-2014	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		STA. CRUZ INTEGRATED SCHOOL
2	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150028-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		SAMPAGA HIGH SCHOOL
3	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150052-2007	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		STO. TOMAS NATIONAL HIGH SCHOOL, SASMUAN
4	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150186-2014	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
5	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150179-2014	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
6	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150182-2014	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
7	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150033-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
8	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150036-2018	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
9	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150037-2018	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
10	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150033-2018	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
11	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150047-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY

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12	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150056-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
13	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150044-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
14	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150031-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
15	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150038-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-ELEMENTARY
16	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150018-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT
17	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150210-2016	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-SENIOR HIGH SCHOOL
18	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150253-2016	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA-SENIOR HIGH SCHOOL
19	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150099-2011	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DELA PAZ LIBUTAD NATIONAL HIGH SCHOOL
20	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150305-2018	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DOLORES NATIONAL HIGH SCHOOL
21	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150019-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT
22	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150021-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

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23	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150088-2014	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT
24	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150039-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- ELEMENTARY
25	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150057-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- ELEMENTARY
26	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150046-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- ELEMENTARY
27	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150053-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- ELEMENTARY
28	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150031-2007	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		BASA AIR BASE NATIONAL HIGH SCHOOL
29	ADMINISTRATIVE ASSISTANT III (SECRETARY II)	OSEC-DECSB-ADAS3-150041-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- ELEMENTARY
30	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150022-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DIVISION OF PAMPANGA- OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT
31	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150047-2007	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		SAN PABLO 2ND NATIONAL HIGH SCHOOL
32	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150313-2017	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		TARIK SULIMAN HIGH SCHOOL
33	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150019-2009	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		STO. ROSARIO NATIONAL HIGH SCHOOL, MINALIN

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34	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150016-2004	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		SAN JUAN NATIONAL HIGH SCHOOL, MEXICO
35	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150045-2007	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		PORAC MODEL COMMUNITY HIGH SCHOOL (RESETTLEMENT SCHOOL)
36	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150043-2007	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		SAN PABLO 2ND NATIONAL HIGH SCHOOL
37	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150058-2014	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		SAN PEDRO NATIONAL HIGH SCHOOL
38	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150019-2009	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		LUBAO VOCATIONAL HIGH SCHOOL
39	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150001-2008	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		BALITUCAN NATIONAL HIGH SCHOOL
40	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150046-2007	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		SAN VICENTE-SAN FRANCISCO NATIONAL HIGH SCHOOL
41	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150055-2014	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		STA. CRUZ INTEGRATED SCHOOL
42	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150030-2017	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		DEL CARMEN NATIONAL HIGH SCHOOL
43	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150076-2004	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		JUSTINO SEVILLA HIGH SCHOOL (FORMERLY MANGGA CACUTUD NHS)
44	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150032-2004	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		SAN JUAN NATIONAL HIGH SCHOOL, MEXICO

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45	ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER II)	OSEC-DECSB-ADAS2-150057-2014	8	19744	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/First Level Eligibility		NATIVIDAD NHS-PULUNGMASLE NATIONAL HIGH SCHOOL ANNEX
46	TEACHER III	OSEC-DECSB-TCH3-150258-2010	13	31320	Bachelor of Elementary Education (BEEd) or bachelor's degree plus 18 professional units in Education	None required	2 years of relevant experience	PBET/Teacher/RA 1080 (LET)		DIVISION OF PAMPANGA- LUBAO EAST- SAN JOSE GUMI IS
47	TEACHER I	OSEC-DECSB-TCH1-166161-1998	11	27000	Bachelor of Secondary Education (BSEd) or bachelor's degree plus 18 professional units in Education with appropriate major	None required	None required	PBET/Teacher/RA 1080 (LET)		BETIS NATIONAL HIGH SCHOOL
48	TEACHER III	OSEC-DECSB-TCH3-154161-2022	13	31320	TVL - Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization;	TVL - At least NC* II + TMC** I *Appropriate to the specialization;	TVL - 1 year of relevant teaching or 1 year of industry work experience;	Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring Regular applicants for a contractual position: None required; Practitioners (part-time only): None required		DIVISION OF PAMPANGA- SENIOR HIGH SCHOOL-SAN JUAN NHS, SAN LUIS
49	TEACHER III	OSEC-DECSB-TCH3-150223-2010	13	31320	Bachelor of Secondary Education (BSEd) or bachelor's degree plus 18 professional units in Education with appropriate major	None required	2 years of relevant experience	PBET/Teacher/RA 1080 (LET)		SAN ROQUE DAU NATIONAL HIGH SCHOOL
50	TEACHER II	OSEC-DECSB-TCH2-150082-2005	12	29165	Bachelor of Elementary Education (BEEd) or bachelor's degree plus 18 professional units in Education	None required	1 year of relevant experience	PBET/Teacher/RA 1080 (LET)		DIVISION OF PAMPANGA- FLORIDABLANCA EAST- SAN ROQUE ES
51	TEACHER I	OSEC-DECSB-TCH1-158592-1998	11	27000	Bachelor of Elementary Education (BEEd) or bachelor's degree plus 18 professional units in Education	None required	None required	PBET/Teacher/RA 1080 (LET)		DIVISION OF PAMPANGA-MINALIN- STA MARIA ES

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52	TEACHER II	OSEC-DECSB-TCH2-151042-2019	12	29165	Bachelor of Elementary Education (BEEEd) or bachelor's degree plus 18 professional units in Education	None required	1 year of relevant experience	PBET/Teacher/RA 1080 (LET)		DIVISION OF PAMPANGA-MINALIN-LOURDES ES
53	MASTER TEACHER I	OSEC-DECSB-MTCHR1-150028-1999	18	46725	Bachelor of Elementary Education (BEEEd) 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 of relevant experience	PBET/Teacher/RA 1080 (LET)		DIVISION OF PAMPANGA- PORAC EAST- PORAC ES
54	TEACHER III	OSEC-DECSB-TCH3-151901-2018	13	31320	Bachelor of Secondary Education (BSEEd) or bachelor's degree plus 18 professional units in Education with appropriate major	None required	2 years of relevant experience	PBET/Teacher/RA 1080 (LET)		DOLORES NATIONAL 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 April 21, 2023.

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 or send through courier/email their application to:

ROMEO M. ALIP, Ph. D., CESO V

Schools Division Superintendent

Brgy. Lourdes, City of San Fernando, Pampanga

records.pampanga@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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