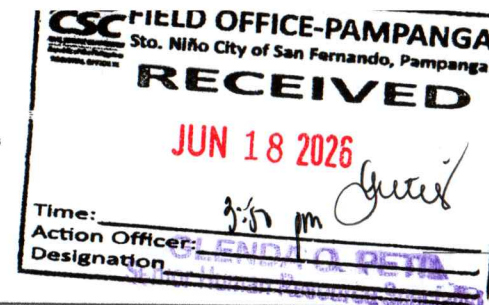




Electronic copy to be submitted to the CSC FO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

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

DEXTER E. PANGILINAN
ADMINISTRATIVE OFFICER IV
Date: 6/18/2026

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/ Area of Specialization/ Residency Requirement (if applicable)	
9	TEACHER I (SENIOR HIGH SCHOOL TEACHER I-TECHNICAL-VOCATIONAL TRACK (TVL))	OSEC-DECSB-TCH1-152467-2017	11	31705	TVL -Bachelor's degree relevant to the area of specialization plus 18 professional units in Education; or any Bachelor's degree and completion of technical-vocational course(s) in the area of specialization plus 18 professional units in Education	TVL -NC II in relevant technical- vocational course(s) in the area of specialization	TVL -None Required	RA 1080 as amended (Teacher-Secondary)		DIVISION OF PAMPANGA-SENIOR HIGH SCHOOL- CAMIAS HS
10	SPECIAL SCIENCE TEACHER I	OSEC-DECSB-SPST1-150352-2021	13	36125	Bachelor's degree in a specialized field in Science, Technology, Engineering, Mathematics, or other applied courses as identified and approved by DOST as priority S&T courses	None Required	None Required	RA 1080 (TEACHER) Secondary; If not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring		DIVISION OF PAMPANGA-SENIOR HIGH SCHOOL-
11	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150017-2009	9	24329	Completion of two years studies in college (prior to 2018), or Completion of Grade 12/ Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional / First Level Eligibility		MALINO NATIONAL HIGH SCHOOL
12	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150059-2017	8	22423	Completion of two years studies in college (prior to 2018), or Completion of Grade 12/ Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional / First Level Eligibility		DIVISION OF PAMPANGA- ELEMENTARY
13	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150207-2016	8	22423	Completion of two years studies in college (prior to 2018), or Completion of Grade 12/ Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional / First Level Eligibility		DIVISION OF PAMPANGA-SENIOR HIGH SCHOOL-STA. CRUZ HS
14	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	OSEC-DECSB-ADAS3-150042-2007	9	24329	Completion of two years studies in college (prior to 2018), or Completion of Grade 12/ Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional / First Level Eligibility		STA. LUCIA NATIONAL HIGH SCHOOL - MASANTOL HIGH SCHOOL
15	ADMINISTRATIVE ASSISTANT II (CLERK IV)	OSEC-DECSB-ADAS2-150200-2016	8	22423	Completion of two years studies in college (prior to 2018), or Completion of Grade 12/ Senior High School (starting 2016)*	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional / First Level Eligibility		DIVISION OF PAMPANGA-SENIOR HIGH SCHOOL-BASA AIR BASE

Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation. This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:

ROMEO M. ALIP, Ph. D., CESO V
Schools Division Superintendent
Brgy. Lourdes, City of San Fernando, Pampanga
(045) 963-1074 / records.pampanga@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

June 29, 2026

