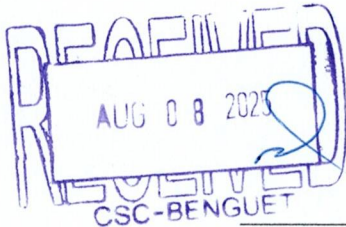


Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions



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:

ESTELA P. LEON-CARIÑO EdD, CESO II
Director IV/Regional Director

Date: August 5, 2025

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency/ Area of Specialization/ Residency Requirement (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
	Teaching-Aids Specialist	OSEC-DECSB-TAS-90001-1998	11	30,024.00	Bachelor's degree in Education or it's equivalent	None required	None required	PBET; Teacher Career Service (Professional) Appropriate Eligibility for Second Level Position	N/A	Curriculum and Learning Management Division

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 **AUG 18 2025**

1. Duly accomplished PDS (CS Form No. 212, Revised 2017) with **Work Experience Sheet**;
2. Photocopy of valid and updated PRC License/ID, if applicable;
3. Photocopy of Certificate of Eligibility/Ratings;
4. Photocopy of scholastic/academic records such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees;
5. Photocopy of Certificate/s of Trainings, if applicable;
6. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
7. Photocopy of latest appointment, if applicable;
8. Photocopy of Performance Rating supported by the performance evaluation tool in the last rating period(s) **covering one (1) year performance** in the current/latest position prior to the deadline of submission, if applicable;
9. 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 pursuant to RA No. 10173 (Data Privacy Act of 2012) - **Sworn before any public officer authorized to administer oath (Download here: <http://tinyurl.com/ChecklistandOSS>)**; and
10. Other documents, if applicable:
 - a. Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning Development reckoned from the date of last issuance of appointment; and
 - b. Photocopy of the Performance Rating obtained from the relevant work experience, if the Performance Rating in Item "9" is not relevant to the position to be filled, if applicable.

*For online submission, kindly visit this link: <http://www.depedcar.ph/jobs/online-application>

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:

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/ Regional Director
Dep-Ed - CAR, Regional Office, Wangal, La Trinidad, Benguet
(074) 422-1318 / car@deped.gov.ph

DATE OF PUBLICATION:
AUG 08 2025

WALTER J. JERUSALEM
Sr. Human Resource Specialist

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.