



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE SCIENCE HIGH SCHOOL – CENTRAL MINDANAO CAMPUS



NOTICE OF JOB VACANCY

Position Title: **SPECIAL SCIENCE TEACHER**

Area of Specialization:

- **MAPEH**
- **Computer Science**
- **AdTech Engineering**
- **Mechatronics**
- **Research**
- **Biology/Agriculture/Food Technology**
- **Mathematics**
- **Humanities**
- **Civil Engineering**



Compensation Package:

- ✓ Monthly Salary: SST V – SG24
SST IV – SG22
SST II – SG16
SST I – SG13
- ✓ Magna Carta Benefits
- ✓ Bonuses & Allowances

Place of Assignment: **Curriculum and Instruction Division, Philippine Science High School - Central Mindanao Campus, Brgy. Nangka, Balo-i, Lanao del Norte**

Minimum Qualifications:

SPECIAL SCIENCE TEACHER V

- Education : Master's degree in Education or in specialized field in Science, Mathematics or in any of the related subjects
- Training : 16 hours of relevant training
- Experience : 5 years relevant teaching experience
- Eligibility : No eligibility required (exempted under R.A. 3661)

SPECIAL SCIENCE TEACHER IV

- Education : Master's degree in Education or in specialized field in Science, Mathematics or in any of the related subjects
- Training : 16 hours of relevant training
- Experience : 4 years relevant teaching experience
- Eligibility : No eligibility required (exempted under R.A. 3661)

SPECIAL SCIENCE TEACHER II

Education	:	Bachelor's degree in Education or in a specialized field in Science, Mathematics or in any related subjects, preferably Master's degree in Education or in a specialized field in Science, Mathematics or in any of the related subjects
Training	:	8 hours of relevant training
Experience	:	2 years relevant teaching experience
Eligibility	:	No eligibility required (exempted under R.A. 3661)

SPECIAL SCIENCE TEACHER I

Education	:	Bachelor's degree in Education or in a specialized field in Science, Mathematics or in any related subjects
Training	:	4 hours of relevant training
Experience	:	1 year relevant teaching experience
Eligibility	:	No eligibility required (exempted under R.A. 3661)

Job Functions:

- Provides varied learning experiences in the course he teaches in and out of the school for the full development of the capabilities of the individual students.
- Conducts formal classroom and/or laboratory work;
- Supervises students during flag ceremonies, programs/convocations, and other school activities;
- Checks and records the daily attendance of students;
- Checks on students' uniforms, ID and haircut;
- Implements a systematic checking, recording and record-keeping of student's performance;
- Accompanies and attends to students during educational trips, and other related activities;
- Implements the policies stipulated in the manuals and memoranda;
- Prepares instructional materials, tests, and activities to facilitate the teaching-learning process;
- Enforces school regulations regarding cleanliness and orderliness in the classroom and in the school campus;
- Follows a lawful directives emanating cleanliness and orderliness in the classroom and in the school campus;
- Takes care of school properties issued to him for use in relation to his work;
- Serves as examiner/proctor in the PSHS System Screening Examination;
- Performs other duties which may be assigned from time to time;
- Participates in the development of the guidance Program of the school.
- Conducts homeroom meeting;
- Provides guidance and counseling to individual students during regular consultation hours;
- Consults with other Faculty Members/Guidance Counselors on problems related to students' academic performance and behavior;
- Confer with Parents as the need arises.

Notes:

1. Applicant must be Filipino citizen and must meet or may exceed the minimum requirements of the vacant position.

2. Interested and qualified applicants should submit the following:

- a. Application Letter;
- b. Fully accomplished **Personal Data Sheet** (use/fill out the [CSC Form 212, Revised 2017](#) which can be downloaded at www.csc.gov.ph) that should be answered properly and completely, e.g., "inclusive dates (mm/dd/year - mm/dd/year)", etc. **DO NOT LEAVE ANY SPACE BLANK, PUT N.A. (not applicable) or NONE**, as appropriate);
- c. Copy of Official Transcript of Records;
- d. Certificates of training and previous employment

Application documents may be submitted personally, via e-mail, or courier service to the address below not later than **October 29, 2021 at 5:00 PM.**

FRANKLIN L. SALISID

Director III

Philippine Science High School-Central Mindanao Campus

Nangka, Balo-i, Lanao del Norte

Tel. No.: (063) 836-0098 / 09157467686

E-mail: records@cmc.pshs.edu.ph / recruitment@cmc.pshs.edu.ph

Applications with incomplete documents shall not be entertained.

PSHS-CMC abides with the existing policy of no discrimination based on gender identity, sexual orientation, disabilities, religion, and/or indigenous group membership in the hiring process.