



Republic of the Philippines  
**Department of Education**

Cordillera Administrative Region  
**Schools Division of Tabuk City**

**Office of the Schools Division Superintendent**

**Division Memorandum**

No. 24, s. 2020

TO: **ALL INTERESTED APPLICANTS**

SUBJECT: **SUBMISSION OF APPLICATION FOR MASTER TEACHER I (ELEMENTARY),  
TEACHER III AND II (ELEMENTARY)**

DATE: **February 4, 2021**

1. This is to invite all interested applicants to submit their application documents for **Master Teacher I (Elementary), Teacher III and II (Elementary)** position (Vice Sagun, Florentina, NTD) until **February 12, 2021**. Note that submission of folders will be at the Division Office for pre-evaluation.

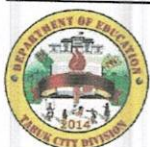
2. As to the arrangement of documents, please follow the following order *(in 3 folders)*.

**\*For Teacher III and II**

- A. *Application Letter*
  - B. *Personal Data Sheet*
  - C. *Performance Rating (SY 2017-2018, SY 2018-2019 and SY 2019-2020)*
  - D. *Appointment/Service Record*
  - E. *Outstanding Accomplishments with MOVs*
    - a. *Award*
    - b. *Innovation*
    - c. *Research and Development Projects*
    - d. *Publication/Authorship*
    - e. *Consultant/Resource Speaker/ Facilitator/ Evaluator/ Writer/ Presenter/ Trainer in Trainings/Seminars/Workshops/Symposia*
  - F. *Education*
  - G. *Training with MOVs*
- \*\*\*E & G must be during the current position.

**\*For Master Teacher I**

- A. *Application Letter*
- B. *Personal Data Sheet*
- C. *Performance Rating (SY 2017-2018, SY 2018-2019 and SY 2019-2020)*
- D. *Appointment/Service Record*
- E. *Education*
- F. *Outstanding Accomplishments with MOVs*
  - a. *Innovation*
  - b. *Coordinator*
  - c. *Chairmanship*
  - d. *Research*
  - e. *Coordinator of Community Project*



Address: City Hall Compd., Dagupan Centro, Tabuk City, Kalinga  
Email: [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
Website: <https://www.depedtabukcity.com>



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*f. INSET*

*g. Meritorious Achievements*

*h. Authorship*

*\*\*\*a to h must be during the current position.*

3. Please refer to **Regional Memorandum No. 178, s. 2020 for the MOVs** to be attached.
4. Submission of application and insertion of documents after the set deadline is not accepted.
5. For information and guidance.

**IRENE S. ANGWAY PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge, Office of the Schools Division Superintendent



**Address:** City Hall Compd., Dagupan Centro, Tabuk City, Kalinga  
**Email:** [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
**Website:** <https://www.depedtabukcity.com>