



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City

DEP-ED - TABUK CITY



Office of the Schools Division Superintendent

Division Memorandum

No. 274, s. 2021

October 6, 2021

SUBMISSION OF APPLICATION FOR TEACHER POSITION (ELEMENTARY)

TO: ALL INTERESTED QUALIFIED APPLICANTS

1. This is to invite all interested **qualified applicants** to submit their application documents for **Teachers II & I** position (Vice Juna Arsay and Gloria Occas, TCCS). Submission of application is until **October 15, 2021**. Note that submission of documents will be at the **Division Office**.
2. All qualified applicants are welcome to apply regardless of gender, civil status, religion, regional background, and restrictions inability unless otherwise required.
3. The minimum Qualification Standard are as follows:

| Position | Education | Training | Experience | Eligibility |
|------------|---|---------------|-----------------|-------------------|
| TEACHER II | BEED or Bachelor's degree plus 18 professional units in Education | None Required | 1 year relevant | RA 1080 - Teacher |
| TEACHER I | BEED or Bachelor's degree plus 18 professional units in Education | None Required | None Required | RA 1080 - Teacher |

4. As to the arrangement of documents, please follow the following order (*in 3 folders*).
 - A. **Application Letter**
 - B. **Personal Data Sheet**
 - C. **Performance Rating** (SY 2018-2019, SY 2019-2020 and SY 2020-2021)
 - 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 latest position (for promotion)



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