



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



Office of the Schools Division Superintendent
Division Memorandum

No. 276, s. 2021

October 6, 2021

SUBMISSION OF APPLICATION FOR TEACHER POSITION (SECONDARY)

TO: ALL INTERESTED QUALIFIED APPLICANTS

1. This is to invite all interested **qualified applicants** to submit their application documents for **Teachers III, II & I** position (Vice Emilia Simeon, Bulo NHS). 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 III | BSed or Bachelor's degree plus 18 professional units in Education | None Required | 2 years relevant | RA 1080 - Teacher |
| TEACHER II | BSed or Bachelor's degree plus 18 professional units in Education | None Required | 1 year relevant | RA 1080 - Teacher |
| TEACHER I | BSed 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**



Address: BCS Compd., P2 Bulanao Norte, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
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F. Education

G. Training with MOVs

****E & G must be during the latest position (for promotion)*

5. Please refer to **Regional Memorandum No. 178, s. 2020** for the MOVs to be attached.
6. An **Omnibus Sworn Statement** (Annex A) Checklist of Requirements shall be attached to the application stating that all documents submitted, and these documents are originally produced as an output of the performance of one's position description forms.
7. Submission of application and insertion of documents after the set deadline is not accepted.
8. For information and guidance.


FELICIANO L. AGSAOAY JR.
OIC- Assistant Schools Division Superintendent



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