

#### Republic of the Philippines Department of Education Region XI SCHOOLS DIVISION OF DIGOS CITY Digos City



April 5, 2022

# ANNOUNCEMENT of VACANT POSITIONS

## DIGOS CITY NATIONAL HIGH SCHOOL

Vacant Position:

TEACHER II (Secondary Grades) - SG 12

Item No .:

OSEC-DECSB-TCH2-750396-2012

Location:

DIGOS CITY NATIONAL HIGH SCHOOL

Subject:

TLE/TVE

### MINIMUM REQUIREMENTS

Education:

Bachelor of Secondary Education (BSED) or Bachelor's degree plus 18 professional units in Education with appropriate major

Experience:

1 year of relevant experience

Training:

None required

Eligibility:

LET/PBET/R.A.1080 (Teacher)

Qualified applicants to the ABOVEMENTIONED POSITIONS shall address their application letter to CRISTY C. EPE, SCHOOLS DIVISION SUPERINTENDENT, and submit it with the pertinent documents to DIGOS CITY NATIONAL HIGH SCHOOL

Further, the application letter and following pertinent documents listed below shall be produced in TWO SETS (2 copies each) enclosed in ONE (1) white folder with the FOLDER TAG printed with full SURNAME, GIVEN NAME and MIDDLE NAME of the applicants with FONT (CALIBRI 20 BOLD) for 201 File purposes, to wit:

- Letter of Intent/Application Letter;
- Personal Data Sheet (CSC Form 212) with latest 2x2 ID picture; 2. 3.
- Certificate of Employment (if any);
- Performance Ratings for the last 3 rating periods; 4
- Updated Service Record:
- 6. Official Transcript of Records with CAV issued by CHED;
- Career Service Eligibility Certificate or Authenticated copy of the PRC License,
- Certificates of speakership/training/seminar/workshops relevant to vacant position, and recognition/appreciation/commendation/awards not used in the latest promotion;
- Latest Appointment if government employee; and
- 10. Position Description Form

Applicants are required to fill up the electronic google form upon submission of application documents. Please access this link: https://tinyurl.com/su5udtds.

The Human Resource Management Personnel Selection Board of this office shall deliberate the applicant's documents pursuant to D.O. 66, series of 2007 (see attached Annex A, Enclosure to DO. No. 66, s.2007). A division memorandum will be issued for the names of the applicants who will qualify for the interview. Such memorandum will be posted in the DepEd Digos City website and Human Resource Section DepEd Digos City Division Facebook page. At the same time, qualified applicants will be informed through e-mail and text message.

This Office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity, and expression (SOGIE), to apply

THE DEADLINE FOR THE SUBMISSION OF THE APPLICATIONS FOR INTERESTED APPLICANTS SHALL BE ON <u>APRIL 20, 2022</u>. THE DEADLINE FOR THE SUBMISSION OF THE ST COMMITTEE TO THE SCHOOLS DIVISION OFFICE SHALL BE ON <u>APRIL 27, 2022</u>. THOQL SELECTION

> FRANCIS JUDE D. ALCOMENDRAS =0 SCHOOLS LIVISION OF LIGOAdministrative princer V

Posted in:

Digos City NHS/Other Secondary Schools Civil Service Commission DDS FO

RECORDS SECTION 08 TIME- 21771

QY: Roxas Street cor. Lopez Jaena Street, Zone II, Digos Gify 8002 (082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375 **△**(082) 553-8396 | (082) 553-8376 ⊋

# SPECIFIC NUMBER OF POINT/S ASSIGNED TO EACH CRITERION

* National Level 4 * International Level 5 Chair/Co-chair in a technical/planning committee * District Level 1 * Division Level 2 * Regional Level 3 * National Level 3 * National Level 4 * International Level 5  E. Potential 5  E. Potential 5  A. Judgment 1  S. Leadership Ability F. Psycho-social attributes 5  E. Psycho-social attributes 5  E. Human Relations 2  E. Psycho-social attributes 5  E. Human Relations 2  E. Potectial 1  E. Psycho-social attributes 5  E. Leadership Ability 5  E. Posycho-social attributes 5  E. Human Relations 2  E. Decisiveness 2		
Performance rating for the last 3 rating periods should be at least Very Satisfactory  B. Experience  S  Experience must be relevant to the duties and functions of the position to be filled  C. Outstanding Accomplishments (Meritorious Accomplishments)  a. Outstanding Employee Award b. Innovations c. Research & Development Projects d. Publication/Authorship e. Consultant/Resource Speake in Trainings/Seminars  4 D. Education  C. Complete Academic Requirements for Master's Degree  10 Master's Degree  10 Master's Degree  15 Complete Academic Requirements for Doctoral Degree  15 Complete Academic Requirements for Doctoral Degree  15 Participant in a specialized training, e.g. Scholarship Programs, Short courses, Study Grants  Participant in three (3) or more training activities in each level conducted for at least three (3) days not credited during the last promotions:  1 Sistrict Level  1 One point for every month of attendance but not to exceed five (5) points  1 Sistrict Level  2 Participant in one (1) training conducted for at least three (3) days not credited during the last promotions:  4 Complete Academic Requirements for Doctoral Degree  1 One point for every month of attendance but not to exceed five (5) points  2 One point for every month of attendance but not to exceed five (5) points  2 One point for every month of attendance but not to exceed five (5) points  2 One point for every month of attendance but not to exceed five (5) points  2 One point for every month of attendance but not to exceed five (5) points  3 One point for every month of attendance but not to exceed five (5) points  4  Challery Carelian in the exceed five (5) points  4  Challery Carelian in a technical/planning committee  1 One point for every month of attendance but not to exceed five (5) points  2 One point for every month of attendance but not to exceed five (5) points  4  Challery Carelian in the exceed five (5) points  4  Challery Carelian in the exceed five (5) points  4  Challery Carelian in the exceed five (5) points  4  Chal	CRITERIA	TEACHING AND RELATED TEACHING
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Experience must be relevant to the duties and functions of the position to be filled  C. Outstanding Accomplishments (Meritorious Accomplishments)  a. Outstanding Employee Award b. Innovations c. Research & Development Projects d. Publication/Authorship d. Consultant/Resource Speaker in Trainings/Seminars d. Publication/Authorship d. Consultant/Resource Speaker in Trainings/Seminars d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized training, e.g. Scholarship Programs, Short courses, Study d. Consultant in a speccialized trainin	B. Experience	5
a. Outstanding Employee Award b. Innovations c. Research & Development Projects d. Publication/Authorship e. Consultant/Resource Speaker in Trainings/Seminars D. Education Consultant/Resource Speaker in Trainings/Seminars D. Education Complete Academic Requirements for Master's Degree Master's Degree Master's Degree Master's Degree Moster's Degree	Experience must be relevant to the duties and functions of the position to be filled	
a. Outstanding Employee Award b. Innovations c. Research & Development Projects d. Publication/Authorship e. Consultant/Resource Speaker in Trainings/Seminars D. Education Consultant/Resource Speaker in Trainings/Seminars D. Education Complete Academic Requirements for Master's Degree Master's Degree Master's Degree Master's Degree Moster's Degree	C. Outstanding Accomplishments (Meritorious Accomplishments)	20
D. Innovations C. Research & Development Projects d. Publication/Authorship e. Consultant/Resource Speaker in Trainings/Seminars D. Education  **Complete Academic Requirements for Master's Degree **Complete Academic Requirements for Doctoral Degree **Doctoral Degree **Training **Participant in a specialized training, e.g. Scholarship Programs, Short courses, Study Grants **Participant in a specialized training activities in each level conducted for at least three (3) days not credited during the last promotions: **District Level **Obision Level **Regional Level **Participant in one (1) training conducted for at least three (3) days not credited during the last promotions: **National Level **National Level **National Level **Polivision Level **National	a. Outstanding Employee Award	1
C. Research & Development Projects d. Publication/Authorship e. Consultant/Resource Speaker in Trainings/Seminars D. Education Compilete Academic Requirements for Master's Degree **Compilete Academic Requirements for Doctoral Degree **Doctoral De		
e. Consultant/Resource Speaker in Trainings/Seminars  D. Education  Complete Academic Requirements for Master's Degree  *Master's Degree  *Complete Academic Requirements for Doctoral Degree  *Doctoral Degree  *Doctoral Degree  Participant in a speccialized training, e.g. Scholarship Programs, Short courses, Study Gratts  Participant in three (3) or more training activities in each level conducted for at least three (3) days not credited during the last promotions:  *District Level  *District Level  *Districi Level  *Participant in one (1) training conducted for at least three (3) days not credited during the last promotions:  *National Level  *International Level  *International Level  *International Level  *National Level  *National Level  *National Level  *National Level  *National Level  *National Level  *Regional Level  *National Level  *Na	c. Research & Development Projects	4
e. Consultant/Resource Speaker in Trainings/Seminars  D. Education  * Complete Academic Requirements for Master's Degree  * Master's Degree  * Complete Academic Requirements for Doctoral Degree  * Doctoral Degree  * Doctoral Degree  * Dectaining  Participant in a speccialized training, e.g. Scholarship Programs, Short courses, Study Grants  Participant in three (3) or more training activities in each level conducted for at least three (3) days not credited during the last promotions:  * District Level  * District Level  * District Level  * Division Level  * Participant in none (1) training conducted for at least three (3) days not credited during the last promotions:  * National Level  * International Level  * International Level  * Division Level  * Division Level  * National Level  * National Level  * National Level  * Regional Level  * Authorian in a technical/planning committee  * Division Level  * National Level  * National Level  * Regional Level  * Regional Level  * Authorian in a technical/planning committee  * Division Level  * Regional Level  * Authorian in		4
D. Education 25  *Complete Academic Requirements for Master's Degree 10  *Master's Degree 15  *Complete Academic Requirements for Doctoral Degree 20  *Training 5  Participant in a speccialized training, e.g. Scholarship Programs, Short courses, Study Grants  Participant in three (3) or more training activities in each level conducted for at least three (3) days not credited during the last promotions:  * District Level 1  * Regional Level 2  * Regional Level 4  * International Level 5  * District Level 5  * District Level 5  * International Level 5  * National Level 5  * National Level 6  * District Level 7  * National Level 7  * National Level 8  * District Level 9  * National Level 9  * National Level 9  * National Level 9  * National Level 9  * District Level 9  * National Level 9  * District Level 9  * National Level 9  * National Level 9  * National Level 9  * National Level 9  * District	e. Consultant/Resource Speaker in Trainings/Seminars	
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* District Level	three (3) days not credited during the last promotions:	
* Division Level 2 * Regional Level 3 Participant in one (1) training conducted for at least three (3) days not credited during the last promotions:  * National Level 4 * International Level 5 Chair/Co-chair in a technical/planning committee  * District Level 1 * Division Level 2 * Regional Level 3 * National Level 4 * International Level 5 E. Potential 5 L. Communication Skills 1 2. Ability to Present Ideas 1 3. Alertness 1 4. Judgment 1 5. Leadership Ability 5 6. Psycho-social attributes 2 6. Extress Tolerance 1 6. Extress 5 6. Extress Tolerance 5 6. Extress Tolerance 1 6. Extress 5 6. Extress Tolerance 1 6. Extress 5 6. Extress Tolerance 1 7. Extress 7 7	* District Level	1
* Regional Level 3 Participant in one (1) training conducted for at least three (3) days not credited during the last promotions:  * National Level 4 * International Level 5 Chair/Co-chair in a technical/planning committee  * District Level 1 * Division Level 2 * Regional Level 3  * National Level 4  * International Level 5  E. Potential 5  E. Potential 5  a. Alertness 1  a. Alertness 1  b. Judgment 1  c. Leadership Ability F. Psycho-social attributes 2  a. Human Relations 2  b. Decisiveness 2  c. Stress Tolerance 1  * TOTAL  * Total  * Stress Tolerance 1  * A stational Level 5  * Total  *		
Participant in one (1) training conducted for at least three (3) days not credited during the last promotions:  * National Level  * District Level  * District Level  * Division Level  * Division Level  * Regional Level  * National Level  * National Level  * Regional Level  * National Level  * International Level  * Regional Level  * International Level  * Posential  * Aldertness  * Aldert		
the last promotions:  * National Level  * National Level  * District Level  * District Level  * Division Level  * Division Level  * Regional Level  * Regional Level  * National Level  * National Level  * International Level  * In	Participant in one (1) training conducted for at least three (3) days not credited during	3
* International Level 5 Chair/Co-chair in a technical/planning committee  * District Level 1  * Division Level 2  * Regional Level 3  * National Level 4  * International Level 5  E. Potential 5  Communication Skills 1  2. Ability to Present Ideas 1  3. Alertness 1  4. Judgment 1  5. Leadership Ability 5  F. Psycho-social attributes 5  3. Human Relations 2  5. Decisiveness 2  5. Express Tolerance 1  * Division Level 1  * Division Level 2  * Regional Level 3  * Authorized 3  * National Level 4  * International Level 5  * Secondary 1  * Division Level 3  * Authorized 3	the last promotions:	
The transitional Level	* National Level	
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* Regional Level 3  * Regional Level 4  * International Level 5  E. Potential 5  1. Communication Skills 1  2. Ability to Present Ideas 1  3. Alertness 1  4. Judgment 1  5. Leadership Ability 1  F. Psycho-social attributes 5  3. Human Relations 2  5. Stress Tolerance 1  1. TOTAL	* District Level	1
* Regional Level	* Division Level	
* National Level  * International Level  5  E. Potential  1. Communication Skills  2. Ability to Present Ideas  3. Alertness  4. Judgment  5. Leadership Ability  6. Leadership Ability  7. Psycho-social attributes  8. Human Relations  9. Decisiveness  1. Stress Tolerance  1. TOTAL	* Regional Level	1
E. Potential  1. Communication Skills 2. Ability to Present Ideas 3. Alertness 4. Judgment 5. Leadership Ability 6. Leadership Ability 7. Psycho-social attributes 6. Human Relations 7. Decisiveness 7. Stress Tolerance 7. Stress Tolerance	* National Level	3
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F. Psycho-social attributes  a. Human Relations  b. Decisiveness  c. Stress Tolerance  5  2  1	5. Leadership Ability	
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TOTAL	c. Stress Tolerance	
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