



Republic of the Philippines
Department of Education
 DIGOS CITY DIVISION

Office of the Schools Division Superintendent

June 1, 2023

DIVISION MEMORANDUM

OSDS-2023-115

PUBLICATION OF VACANT POSITIONS IN DEPED RO XI- EDUCATION PROGRAM SUPERVISOR (CLMD), EDUCATION PROGRAM SUPERVISOR (FIELD TECHNICAL ASSISTANCE DIVISION), ATTORNEY III (ORD-LEGAL UNIT) AND ADMINISTRATIVE OFFICER II (ADMINISTRATIVE DIVISION)

To : Assistant Schools Division Superintendent Elementary and Secondary School Heads Teaching, Non-teaching and Teaching-related Personnel
 All other concerned

Attached herewith is the Regional Memorandum No. 0096 s. 2023 re: Publication of vacant positions- Education Program Supervisor (Curriculum and Learning Management Division, Education Program Supervisor (Field Technical Assistance Division), Attorney III (Office of Regional Director – Legal Unit), and Administrative Officer II (Administrative Division – Personnel Section).

All interested and qualified applicants, including persons with disabilities (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity, and expression (SOGIE), are strongly encouraged to apply.

Interested and qualified applicants should indicate their interest in writing, along with the pertinent documents scanned in PDF format and submit them by the specified time with their email address attached. Only those who submitted online will be accommodated.

For immediate dissemination

Melanie P. Estacio
MELANIE P. ESTACIO, Ph.D, CESO VI
 OIC-Schools Division Superintendent

DepEd Schools Division of Digos City
 RECORDS SECTION

RELEASED
 27-102821
 DATE: JUN 01 2023 TIME: 4:47 PM
 BY: *[Signature]*

Enclosed: As stated.

Reference: RM No. 096, s. 2023
 To be indicated in the Perpetual Index
 under the following subjects:

HR/SAI



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
 Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
 DAVAO REGION

DepEd Schools Division of Digos City
 RECORDS SECTION
RECEIVED 102821
 DATE: 30 MAY 2023 TIME 11:20
 BY:

Office of the Regional Director

REGIONAL MEMORANDUM

ASD-2023-096

To : Assistant Regional Director
 Schools Division Superintendents
 Regional Chiefs/Heads of Divisions/Sections/Units
 This Region

Subject: PUBLICATION OF VACANT POSITIONS - EDUCATION
 PROGRAM SUPERVISOR (CURRICULUM AND LEARNING
 MANAGEMENT DIVISION); EDUCATION PROGRAM SUPERVISOR
 (FIELD TECHNICAL ASSISTANCE DIVISION); ATTORNEY III (ORD-
 LEGAL UNIT); AND ADMINISTRATIVE OFFICER II
 (ADMINISTRATIVE DIVISION)

Date : May 29, 2023

Herewith is the publication of vacant positions in DepEd Regional Office XI - Education Program Supervisor (Curriculum and Learning Management Division), Education Program Supervisor (Field Technical Assistance Division), Attorney III (Office of the Regional Director - Legal Unit), and Administrative Officer II (Administrative Division - Personnel Section).

The DepEd Regional Office XI 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.

Interested and qualified applicants should signify their interest in writing, together with the pertinent documents scanned in PDF format and submit to the specified time and email address attached. Only those who submitted online shall be accommodated.

For immediate dissemination.

DEPARTMENT OF EDUCATION ROXI

RECORDS SECTION

RELEASED

ALLAN G. FARNAZO

Director IV By the Authority of the Regional Director.

Enclosed: As stated.

By: 19614
 Date: 30 2023

F. T. BARQUEZ
 Chief Administrative Officer
 Officer-in-Charge

ROA3/PS/ljtj



Address: F. Torres St., Davao City (8000)
 Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Enclosure No. 1

Schedule of Recruitment and Selection Process
*(Education Program Supervisor, Education Program Supervisor,
Attorney III, and Administrative Officer II)*

Activities	Schedule	In-Charge	Venue
1. Publication of vacant position	May 15, 2023	HRMO III	RO Bulletin and online modality
2. Submission of application documents	May 15, 2023 to June 02, 2023	Personnel Section	personnel.region11@deped.gov.ph
3. Preliminary Screening	May 17, 2023 to June 02, 2023	DepEd RO XI HRMPSB	Personnel Section and Office of the Assistant Regional Director
4. Online Orientation	June 07, 2023	Personnel Section	Google Meet
5. HRMPSB Deliberation/ Online Interview	June 09, 2023	HRMPSB	Online Modality
6. Online Examination	June 09, 2023	HRMPSB	Online Modality
7. Conduct Background Investigation	June 13, 2023	HRMPSB Secretariat	
8. HRMPSB final deliberation and preparation of Comparative Assessment Results (CAR)	June 16, 2023	HRMPSB	
9. Submission of CAR to the Appointing Authority (Regional Director)	June 16, 2023	HRMPSB	Office of the Regional Director
10. Issuance of Appointments	June 19, 2023	HRMO III	Personnel Section
11. Posting of Issued Appointments	June 20, 2023	HRMO III	RO Bulletin and online modality



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified



Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

Enclosure No. 2

Request for Publication of Vacant Position/s to CSC RO XI



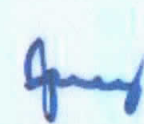
Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified

Republic of the Philippines
Department of Education RO XI
Request for Publication of Vacant Position/s

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Department of Education RO XI in the CSC website:



LEONIDES JIMMY T. JESURO, III
AO V/ HRMO III

Date: May 15, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Education Program Supervisor	OSEC-DECSB- EPSVR-750005-2010	22	Php71,511.00	Masters degree in Education or other relevant Masters degree with specific area of specialization	8 hours of relevant training	2 years experience as Principal or Head Teacher or Master Teacher	RA 1080 (Teacher)	Specialization in English Language	CLMD
2	Education Program Supervisor	OSEC-DECSB- EPSVR-750021-2010	22	Php71,511.00	Masters degree in Education or other relevant Masters degree with specific area of specialization	8 hours of relevant training	2 years experience as Principal or Head Teacher or Master Teacher	RA 1080 (Teacher)	Adept in School- Based Management	FTAD
3	Attorney III	OSEC-DECSB-ATY3- 750001-2021	21	Php63,997.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080 (Bar)	Written Communication	ORD-LU
4	Administrative Officer II (HRMO I)	OSEC-DECSB- ADOF2-750001-2019	11	Php27,000.00	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Computer Literacy, Interpersonal Skills	ASD-PS

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.

Interested and qualified applicants should signify their interest in writing. Submit the PDF scanned application documents to personnel.region11@deped.gov.ph not later than June 02, 2023.

1. Letter of intent addressed to the Director IV of the Department of Education Regional Office XI;
2. Duly Accomplished Personal Data Sheet (CS Form No. 212, Revised 2017) with Work Experience Sheet, if applicable;
3. Photocopy of valid and updated PRC License/ID, if applicable;
4. Photocopy of Certificate of Eligibility/Rating, if applicable;
5. Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available;
6. Photocopy of Certificate/s of Training, if applicable;
7. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
8. Photocopy of latest appointment, if applicable;
9. Photocopy of the Performance Rating in the last rating period(s) covering one (1) year performance in the current/latest position prior to the deadline of submission, if applicable; and
10. Checklist of Requirements and Omnibus Sworn Statement on the Certification on Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form pursuant to RA No. 10173 (Data Privacy Act of 2012), using the correct form, and notarized by authorized official.

QUALIFIED APPLICANTS are advised to send through email their scanned application documents to:

LEONIDES JIMMY T. JESURO, III

Human Resource Management Officer III

personnel.region11@deped.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.