Republic of the Philippines

Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2023-

To

Assistant Schools Division Superintendent

Division Chiefs and Unit Heads Education Program Supervisors Public Schools District Supervisors

Public Elementary and Secondary School Heads Division Teaching and Non-Teaching Personnel

All Others Concerned

Subject:

ANNOUNCEMENT OF VACANT POSITION FOR NON-TEACHING

POSITION

Date

June 14, 2023

This Office announces the acceptance of applications for non-teaching position in the Schools Division Office of Digos City. The qualification standards are as follows:

VACANCY		QUALIFICATI	ON STANDA	RDS
POSITION TITLE	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
ADMINISTRATIVE AIDE VI (Clerk III)	Completion of two-year studies in college	None required	None required	Career Service (Sub- professional)/First Level Eligibility

Plantilla Item No.: OSEC-DECSB-ADA6-750120-2014

SG: 6

Monthly Salary: ₱ 17,553.00

No. of Vacancy/ies: 1

Place of Assignment: DIVISION OFFICE

JOB SUMMARY: To assist the management and staff and provide administrative

support in the effective and efficient operation of the Division Office.

Qualified applicants to the **ABOVEMENTIONED POSITION** shall address their application letter to **MELANIE P. ESTACIO, Ph.D, CESO VI, OIC - SCHOOLS**



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)

Telephone Nos.: (082) 553-8375; (082) 553-8396

DIVISION SUPERINTENDENT, and submit it with the pertinent documents to the **DIVISION OFFICE - RECORDS SECTION**.

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:

- a. Letter of intent addressed to the Head of Office;
- b. Duly accomplished PDS (CS Form No. 212, Revised 2017) with Work Experience Sheet, if applicable;
- c. Photocopy of valid and updated PRC License/ID, if applicable;
- d. Photocopy of Certificate of Eligibility/Rating, if applicable;
- e. 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;
- f. Photocopy of Certificate/s of Training, if applicable;
- g. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
- h. Photocopy of latest appointment, if applicable;
- i. 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;
- j. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the 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 attached form (Annex C or you may download the file on this link: https://bit.ly/ChecklistOmnibus), notarized by the authorized official; and
- k. Other documents as may be required by the HRMPSB for comparative assessment, including but not limited to:
 - 1. Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment; and
 - 2. Photocopy of the Performance Rating obtained from the relevant work experience, if Performance Rating in Item 20(i) is not relevant to the position to be filled, if applicable; and
- 1. Screenshot of the automated e-mail response from the filled-up DepEd Digos City Job Application Form.

Applicants are required to fill up the electronic google form upon submission of application documents. Please access this link: https://bit.ly/Deped-Digos-Application2.

All submission must be EAR-TAGGED for ease in the evaluation /review of the documents.

Applicants who failed to submit complete mandatory documents (items a to j) on the set deadline indicated in the official memorandum shall not be included in the pool of official applicants. However, non-submission of the additional documentary requirements or those that may be required by the HRMPSB (item k) shall not warrant exclusion from the pool of official applicants.



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The Human Resource Management Personnel Selection Board of this office shall deliberate the applicant's documents pursuant to D.O. No. 007, series of 2023 (see attached Enclosure No. 5 to D.O. No. 007, s. 2023). 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 (www.depeddigoscity.org). At the same time, qualified applicants will be informed through e-mail and/or text message.

Original copy of documents must be presented during the conduct of evaluation of documents, thus, only those submitted documents will be given corresponding points.

The deadline for the submission of the applications for interested applicants shall be on **June 24, 2023**.

The proposed timeline of the selection process is as follows:

Date	Activities	Personnel Involved	Mode
June 14, 2023 – June 24, 2023	Submission of application documents	Applicants School PSB School Heads	Face-to- Face
June 26, 2023 – June 28, 2023	Forwarding the transmittal of all application documents to HRMO for pre-assessment of the documents	AO IV – HRMO II HRMPSB	Face-to- Face
June 29, 2023 – July 12, 2023	Conduct of initial evaluation based on the CSC minimum Qualification Standards (QS)	HRMPSB Secretariat	Face-to- Face
July 13, 2023	Issuance of letter for disqualified applicants	HRMPSB Secretariat	Online & Face- to-Face
July 14, 2023 – July 23, 2023	Issuance of memorandum on the conduct of written examination, open assessment, and interview of applicants	STATES STATES STATES STATES	Online
July 24, 2023	Conduct of written examination, open assessment, and interview of applicants	CONTRACTOR MANAGEMENT TO THE PARTY OF THE PA	Face-to- Face

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.



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Widest dissemination of this Memorandum is earnestly desired.

MELANIE P. ESTACIO, Ph.D, CESO VI OIC – Schools Division Superintendent

DepEd Schools Division of Digos City

DATE: JUN 14

OSDS/ADMIN /HR/dbc



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

Annex C CHECKLIST OF REQUIREMENTS Name of Applicant: Application Code: Position Applied For: Office of the Position Applied For: Contact Number: Religion: Ethnicity: Person with Disability: Yes () No () Solo Parent: Yes () No () Verification Status of (To be filled-out by the HRMO/HR Office/sub-committee) Submission Basic Documentary Requirement (To be filled-out by the Status of applicant; Submission Remarks Check if submitted) (Check if complied) Letter of intent addressed to the Head of Office or highest human resource officer Duly accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) and Work Experience Sheet, if Photocopy of valid and updated PRC License/ID, if applicable Photocopy of Certificate of Eligibility/Report of Rating, if applicable 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 f. Photocopy of Certificate/s of Training, if applicable Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable h. Photocopy of latest appointment, if applicable Photocopy of the Performance Ratings in the last rating period(s) covering one (1) year performance prior to the deadline of submission, if applicable Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form Other documents as may be required for comparative assessment, such as but not limited to: Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in Item (i) is not relevant to the position to be filled Attested: Human Resource Management Officer **OMNIBUS SWORN STATEMENT** CERTIFICATION OF AUTHENTICITY AND VERACITY I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof. DATA PRIVACY CONSENT I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000", (e)lectronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (w)here the law requires a document to be in writing, that requirement is met by an electronic document if the said electronic document maintains its integrity and reliability and can be authenticated so as to be usable for subsequent reference.

_, year _

__ day of ___

Subscribed and sworn to before me this ___

Name and Signature of Applicant

Person Administering Oath



Enciosure No. 5 to DapEd Order No. 007, a. 2023) CRITERIA AND POINT SYSTEM FOR HIRING AND PROMOTION TO NON-TRACHING POSITIONS

The assessment for Non-Teaching positions shall be based on the follow ritheria:

- a. Exception units and/or obgoes relevant to the position to by filled, considering the similar equilibration requirements and effects for DC CC.

 Tresists gives relevant to the position to the filled, executing the minimum equilibration of the considered of the consequent QS, admitted and the consequent QS, admitted after the size promotion for which the last file (1) years, q. the minimum example is the consequence of the CS, admitted after the size promotion for which the last file (1) years, q. the minimum of Performance and defined to the CS, approved QS, additional preformance rather current of provinces, point position for all mentals professions of the consequence of the province of the profession of the consequence of the province of the province

- The paint system for evaluative assessment is detailed in Table 1. For
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 premium is specific criters that are more referant to the position to be filled to
 an experimental to be filled to the position of the formation of the formation for the
 and forestence (Do point) than the other referred "Smallady, Clief position if one
 more focus on on personal Personance (ED points), Neurisal (20 points),
 Rappertance (15 points).

Table 1. Point System for Evaluative Assessment: Non-Teaching Post Breakdown of Points

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14	Education	0	82	40	10
26	Desiring	uh	9	10	16
14	Eleperience	20	20	15	12
14	Performance	10	30	30	30
45	Outstanding Accomplishissents	u)	10	10	10
14	Application of Education		10	10	10
-	Application of L&D		10	10	10
at .	Potential (Written Test, 1923, Work Sample Test)	88	30	30	20
Г	Tetal	100	100	100	100

Balary Range and Weight Allecation	Remarkon	1	Training	×	Experience	
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Table 3. Rubrics for Computation of Points for Education, Training, and Experience

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from a position. Administrative Assistant II (Bisbursing Officer II) – BO.8 invertors and Bislary Barges BJ.7-9 (Non-General Services)

tuhrics for Computation of Points per Criterion

3. Education, Training, and Experience (ETT), The points for ETE, corresponding the depoint's qualification executing the (58 shall be compared unside the interesperse Table (Table 2.a. 12b, 4d and the Rotter's for Computation of Yean's For Table 2, 10 those qualifications that are reserved to the position to the flood shall be given points.

Table 2.b. Increments Table - Tratalag

Table 2.s. Increments Table - Education

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Based on the minimum QS of the position to be filled, the HEMFSB shall determine the baseline beet for computing the points for ETE turing the determine Table as above in Table 2.a, 2.b, and 2.c.

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After determining the baseline level, the HBAPSB shall compute for the convenence of the applicant's activity qualifications based on the submitting documentary requirements, becomen shall refer to the difference between the applicant's activity of qualification been and the submitted minimum haveline) of requirement of the positions to be filled, been of the minimum haveline) of requirement of the positions to be filled.

Only qualifications that are relevant to the position to be filled and which exceed the minimum (haweline) Q8 requirements of the position shall be given corresponding points in the computation of increments.

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After computing the musber of increments from the minimum (base) QS reprirement, the corresponding points sarried by the applicant for 1 shall be determined using Table 3 (bubers for Computation of Point Shakouthur, Prinking, and Experience).

Uning the applicable rubries for the 50.1-9 Hitter-Centerial Serviciosal as shown in Table card based on the number of transments earned by Applicant A, the computation points for ETE is as follows:

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- Meeting the minimum (baseline) QS requirements for Educand Experience shall be given zero (0) points.
- The following general guidelines shall be observed in giving correspondents to relevant Education, Training, and Experience qualifications
 - Education units and/or degrees in multiple or different majors be given corresponding points on a camulative bask; provided, the units and/or degrees earned are refreant to the position as for; provided further, that the subjects completed are not dupile.
- Consistent with the provisions of the C9C ORAOHRA, units send/of degrees of Deciot of Medicine from a CHED-recognised institution may be considered master's units and/or degree for purposes or

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V. Referent ceptringer gained from part-time work of at least four (if hours got dry may be considered, produced, due the appropriate Cartificate of Bargoment is submitted with details on the entire or part of the research of graphones of glorigypoint, the months on your of itematic operations that indirect half between of the control capacities and the control of the control operation of the control operation of the control operation of the control operation.

v. Relevant Emperience gained from adressed or entailer the Phil may be considered presided that the applicant submits a Ca of Employment. Those documentary requirements with tanguages ofter than deglish or Phiprice shall be accompant complete English translation.

Applicable provisions under Rule VIII Part 1 to IV of the CSC ORA shall apply in the appreciation of relevant Education, Training Experience quadifications and giving of points to ETE credentials.

Performance or Performance river to the assessment of hew tasks of representation for the applicant as effective and or excomplished by the applicant as effectionance using decurrent or other means of setflection. The performance which decurrent or other means of setflection. The performance which decurred to previous job or position that is researed to the statement of the performance.

Positions with experience requirement, Application for the control of the control about the control of the control about the soliton to be filled. Computation of shall be as follows:

Only those outstanding accomplishments acquired or earned after the omotion shall be considered eligible to be given points.

National level individual assarts arogated from a foreign search incora-gigner by equalizer search divide level, such as QS, Medicinal Korginal Korginal Englisher at Korginal Soughest Assarts, Audienting RESA, Development Assarts of Philippines. Perfigit, etc., sual be given maximum potents in Oststeeding Accomplishment for (3) grouts for General Services positions and 10 points for other group position, feature group.

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Application with work experience, who are applying to entry level position with no experience opplitzental these on OK mans still latest performance radially a covering one (1) year performance in the internal performance in the computation subgalanted in hem shall apply.

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5. Optivatelling decomplishments. Optiving prompticit mentions contribution of an applicant, unto at them to the which we have been intertion, or the selection of an applicant, unto at these them intertion, or the R. R.M.s. of the spiciously contributed only the submitted only interest of the spiciously contributed only the period to positive results in their encaptuol delicity in operation increased profitcion, improved working anniant sating in government appending.

Table 5 below enumerates the components of Outstanding Accords corresponding maximum points for each component.

The details of each component of Outstanding Accomplishments, inclu-IOVs required and rubrics for giving points, are as follows:

Americk and Recognition. This may rifer to clustions or commerce scanning of three-food beauth, or containabing employee smartle at. Closeco or Camenordusien. This shall apply only to applied General Services pastlesses.
 Manne of Perfording Letter of Chaison or Commendation from Implicit

A. Academic or inter-acthool sward; or B. For Outsmathing Students of the Philippines (TOBS) Award; C. Certification or any document that the applicant belongs to C. Certification or any document that the applicant belongs to Top 10 in the Roard or Civil Service Eligibility Examination.

Table & Components of Outstanding Accomplishments
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Outsinnding Employee Award. This shall apply to applicants with previous work experience, or those applying to positions with experience.

Pointspergerment " x/5 * WAdrey

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edeformation can faile required for internal applicants shall be the rail food for in the Results Based Performance Mangement Stylene (EFS) from obtain white I for formation and Review (PCR) from obtain white I griptions current or previous got or position that is relevant entirely of the III-d.

rece, as a mandatory requirement, the applicant shall also be:

Industrial preferance militi of at least Very Stellisterory (VS) in
g period pror to the date of assessment or sercenting, or
or fair to become level entry positions where the ir
resurve reting is at least Stellishcory (S).

controlled to tractional qualitations whose performance is measured using orth remainded or adjectivel, retting systems with sealer than error adjectively artiting systems with sealer than error adjectively artiting systems with sealer of the \$PMS. In FINMSS and developed the system that the measurement the performance relating the corresponding point companies to the casting artitines of the \$PMS.

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the translation of the properties of the properties and the properties and the properties of the properties of the properties and the properties of the properties of the properties of the first force current of operations work that the received the position to be fifthed, from current of operations work from the properties of the applicability performance rating.

Designation of professional particulated billing.

(b. Positions with no apprecione requirement Application to positions to not require persons experience must animal the bard commission Carrest Services Bigidilary requirement and because the services positions that do have Englishiny requirement, the Control Services positions that do have Englishiny requirement, the Control Services between the Services and Services

Where:
a = Board Eorar/CS Eligibility rating/CHM transmitted to percentage scale
MN = Weight Altocative for Performance
(10 points for Covered Services, 20 points for Obser Groups of Pestitions/Sol Pointsperjement = x/100 * WArech

instat or employee who is on official leave of absence, for reass instructing how, boad of foreign scholaristing, misting grant, authorized utilizial leaves, may be considered for promotion.

*** a performance sating in the less miting ported prior to the fore shall be required.

The performance rating prior to the reclassification of the position considered as performance rating in the reclassified position for p of promotion, if applicable.

for extremal applicants whose porformance is measured using a five (5 fereign applicants extrained applicants and the BDM manually Thible 4 optivishers to the adjective a miting Thible 4 optivishers to the adjective a miting abaid to used as it applicants' performance enting (4). The Certificiant of Builting must imagencial with the Performance Behalanton Todica.

A Any issuance, memorandum or document showing the for the Sewich; and B. Certificate of Recognition/Menti.

Applicants from external institution Organisational Level Sourch or Higher	
Organiserianal Level Search or Higher	
	4 points
	2 counts
Applicants from central office	-
	4 points
	2 points
Applicants from regional affine	
National Level Search or Higher	4 points
Registral Office Soarch	2 nourts
Applicants from schools division office	
Regional Level Sourch or Higher	4 coints
east/C	2 points
8	
Division Level Search or Bigher	4 colenta

b. Research and Innovatis

For collaborative research studies/innovation, the total points alsali be divided by the number of authors/researchers indicated in the copyright page.

C. maked state Deport, Manneschip in shadionist TRUS or consist This shall apply to applicant the new forth cheer in departed in best retrieved towards, pails, and experience to develop an arripa work towards an externel in the rational level. This may further but alminds to the development and/or validation of furneeneck, may palacies, and issuring materials. Subject names response on numbers in WWO for Committees under homework.

A. Insuance or Menorandum showing the membro of Committee.

B. Crefficate of Pentriquion or Attendance; and C. Oriptuf/Adoption by the organisation/Depth.

Rubrico:

MONE Belomitted Polarismus All MONs 3 points Onty A & 18 2 points

Messeure Speakership / Lourship Besithmen. This shill triple and a control of the form of the form of an experimental control of the form of any experiments of unstally fine applies applies who served as a Resource Speaker, Resource Person, Trainer, and Carrange Relation to semantary, tentions groups, contered convention, congress, formula, parising exists exist before convention, congress, formula, parising exists exist before the convention, congress, formula, parising exists exist before the convention of the control of th

Means of verification (All listed MOVs shall be submitted

Pointz application of Schmelling = x/100 " WAppy Where:

* a OMA ressum od to powertings noois

* a OMA result Alboration for Agglowien of Education

110 points for Other Groups of Pointbard Status Grades

[10 points for Other Groups of Pointbard Status Oracles)

Viscost problère. Administrativation of Elisherstony Officer Π_0 – 80 8 (Other prosps of positions Salary Gradies) mm, of Educating * \$2,75/100 * 40 = \$.275

Higher premium shall be given to an application of IAD or intervention mask the applicant that is relevant and applicable to the position to be filled. The defini of relevant intervention as stipulated in laces olds of this Order shall apply. Application of Learning and Development (LAD). Application of LAD
provers accessed the bearing gained from the human resource development (#)
interventions dence, distracted by the applicant which must have led to sligniff
positive results in their extremt or previous work.

A Continuent of Tenings of Confidents on any applicable IAA incremention assignment that is aligned with the Indonésian Development Foundating for entermal applications, a certification from 168 statings that the IAAN intervention is aligned with the from 168 statings that the IAAN intervention is aligned with the from the Foundation In their center operation youthout with the Foundation Intervention in Section 10 in the IAAN intervention of their intervention dozes, better their experience of the IAAN intervention dozes partended, day approved by the Forder of London in the IAAN intervention was used, public of the IAAN intervention from the IAAN intervention the IAAN intervention was used, public of the IAAN intervention was used, public of the IAAN intervention was used, public of the IAAN intervention was not public of the IAAN intervention was not public of the IAAN intervention was not publicated by a different uniter as it the local highest Fever.

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	Pointhouse	Relevant	10 painte	7 (consta	S registra
Rubrica:	MOVa Submitted	The state of the s	ALL MOVe	Only A. B. & C.	Cont. 4 to th

tearty Dress regional office abbased Level Scenative big to Market	2 points
regional Office Specialments	J polin l
teasts from schools divising office	
ngiwasi Level Spinkership or Higher	2 poleto
evision / Prorincial, City Level Spesiteration	pent
Iceats from schools	
behalons Level Spensherschip or Higher	2 polo s
chool/Municipality/District figurienthin	1 point

NEAP Accretized Learning Facilitator. This shall apply to applicants who have been given accreditation as Learning Facilitator by the National Educator Academy of the Philippines (PEAP).

A. Certificate of Recognition as Learning Facilitator issued by KAAP Pegenda Office.

B. Certificate of Recognition as Learning Facilitator issued by NEAP Central Office.

Accreditati National America.

Pulatingua Desirut.

2 points
Accreditati National Arabinat Trades:

1.5 points
Accreditati Regional Trades:

1 points

goal 2015 in the same SECs for the propose congiliatements, also automitted the following MOFe: Contrate adding Accommittatements	Polinta	KRADY
	Rederic or	Benniths
Asservite and Recognitional Asservit 2013 to 2000 Vigoro. Only (complicie Alf2Ve, authorities)	2 points	Not medited, has been use the last prom- to ADAS
Outstanding Braphyaw Awent 2016 in Region I complete MOVs submissed	s posets	Credited
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verybarte of Mesagestion da Learning Parabutor in	J puled	Ovulliant

And a special part of points (ps. tex Contracting Engineer, street insert in 1935 de en et 1) point (ps. tex demonstrate part par 1931). Engineer, mer (p. en on part text opposition of the properties of the properties of the properties of the part and the properties of the properties of the Contracting Deviction chart is not to the properties of the "I points in Contracting Accordingtons in preceding Applicat Contracting to a "I points in Contracting Accordingtons in preceding the properties of the part is that of "I points in Contracting Accordingtons in preceding the properties of the part is that of "I points in Contracting According to the properties of the properties of the part is that the properties of the p 7 Avnuel Bulget Carpernae in 500 Vigan (norgher MDS): askniffed

Potential, Potential refers to the capacity and shilty of an applicant to positions that cuttees and responsibilities of the position to be filled, and those higher positions that are more technical in nature. It may be measured through any or all of the following:

Wirthe Designations (MS) Stalls or Work Stange Tests (S.WET) Stall or Work Stange Tests (S.WET) S	Component	Polsttip-menti
世出 きこ	Written Examinations (WE)	5 points
B 5 "	Skidls or Work Samyle Tests 18/WST	10 yeards
8.5	Behavioural Events Interview (BEI)	6 points
	oppie	
		assessment strategies that are
	own the ceiline rotate 155 rotate ser in Table 1.	

Whitee Decemberation 1976 is to the standerlinest communities of measure the horselder, huguing preferency, adulty to present plageance and headerlinest the standers and the standers of the control to the president to the find insule the electrical surpease to the first header and the standers are separated insulations of the HIMATERS and Additional Control to the control to the

Pointspan = x/100 * WApon x = Sosey/ruting in unitien assessination in perceited — Weight Albocation for WE 15 points for Other Omups of Positions/Sidary O

Bustrative excurple:

Vacont positive: Administration by Assistant II (Disbursing Officer II) - 80 & (Other props of position) Salary Grafes) Pointhess - 85/100 - 8 - 4.28 skatia or Work Bompte Toot reten to the test that may be administered to evaluate for application of solids revenue to the requirement of the consiston to ke filled. The test and evaluation rathers must be designed by anytherized must respect as required to the HRMPH depending on the type of a distill sets required by the position to be filled.

	il.
Pointspan, * A/100 * WAssessy	There: * Stornel nating in the SI/WST in percentage ande * Stornel nations for SI/WST in percentage ande * Stornel nations for SI/WST in percentage ande * SI/WST in percentage and the SI/WST in percentage and the SI/WST in th

Postitose seth agenrience requirement, Application of ethachio contributions ander by the applicant to before overglaces as result issurings from their ethacidos organicas or tuits entroit, such as position to be filled.

Higher premium shall be given to an application of educati intervention made by the applicant that is relevant and applicable position to be filled.

Relevant Intervention is described as the intervention that is applicable to the functional total where the position applied for is. An intervention is described to be applied by it is to used operations of the functional unit based on its affor annealment in the Depts Office Functions or Office Orders for the creation of the fun-variat.

If the intervention made by the applicant does not meet the criteria to be Reiesant, then said intervention shall be considered and be given corresponding points using the ruboics for Not Reiesant.

A. Action Plan approved by the Heat of Office B. Accomplianment Report verified by the Heat of Office C. Certification of the utilization/adoption algaced by the Head Office

x = 85: WA = 5 Publichers = 85/100 * 10 = 8.5