

Republic of the Philippines

Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025- 070

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:

RE-ANNOUNCEMENT OF VACANT POSITION FOR RELATED-

TEACHING POSITION

Date

March 11, 2025

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

VACANCY		QUALIFICA'	TION STANDAR	DS
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY
GUIDANCE COUNSELOR III	Master's degree in Guidance and Counseling	None Required	None Required	RA 1080 (Guidance Counselor)

Plantilla Item No.: OSEC-DECSB-GUIDC3-750217-2021

SG: 13

Monthly Salary: ₱ 34,421.00

No. of Vacancy/ies: 1

Place of Assignment: DIGOS CITY NATIONAL HIGH SCHOOL

JOB SUMMARY:

- Provides and implements guidance and counseling services for the learners of the schools within a division, which includes counseling, psychological testing, learning and study orientation, research, and career guidance and advocacy; and
- Reports to the Assistant Principal for Operations and Learner Support and/or Principal/School Head, as well as the School Governance and Operations Division (SGOD) at the SDO.



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

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

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

- a. Letter of intent addressed to the Head of Office;
- b. Duly accomplished PDS (CS Form No. 212, Revised 2017) with Work Experience Sheet;
- c. Photocopy of valid and updated PRC License/ID;
- d. Photocopy of Certificate of Eligibility/Rating;
- 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,;
- f. Photocopy of Certificate/s of Training;
- g. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record;
- h. Photocopy of latest appointment;
- 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;
- 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/ChecklistOmnibusVer2), 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
- Screenshot of the automated e-mail response from the filled-up DepEd Digos City Job Application Form.

Applicants are required to fill out the electronic google form upon submission of application documents. Please access this link: https://bit.ly/DepEdDCApply.

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



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the pool of official applicants. However, non-submission of the additional documentary requirements or those that may be required by the HRMPSB (item k) does not exclude them from the pool of official applicants.

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. 4 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 to Digos City National High School is on **March 21, 2025**. You may submit to the guard during weekends and holidays who shall likewise officially acknowledge receipt of the document.

The deadline for the submission of the School Head to the Schools Division Office – Records Section is on **March 28, 2025**.

The *proposed* timeline of the selection process is as follows:

Date	Activities	Personnel Involved	Mode
March 11, 2025-	Submission of	Applicants	Face-to-
March 21, 2025	application documents	School PSB	Face
		School Head	
March 28, 2025	Submission of	School PSB	Face-to-
	application documents	School Head	Face
	together with School	Records Section	
	PSB's Summary of		
	Assessment		
March 31, 2025	Forwarding the	SDS Personnel	Face-to-
	transmittal of all	AO IV – HRMO II	Face
	application documents	HRMPSB	
	to HRMO for pre-	Secretariat	
	assessment of the		
	documents		
April 01, 2025-April	Conduct of initial	AO IV – HRMO II	Face-to-
15, 2025	evaluation based on	HRMPSB	Face
	the CSC minimum	Secretariat	
	Qualification	HR personnel	
A:1 16 000F	Standards (QS)	HDMDOD C	0.11
April 16, 2025	Issuance of letter for	HRMPSB Secretariat	Online
	qualified and		& Face-
A	disqualified applicants	10 11 110110 11	to-Face
April 16, 2025-April	Issuance of	AO IV – HRMO II	Online
24, 2025	memorandum on the	SDS	
	conduct of written		



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	examination, open assessment, and interview of applicants		
April 25, 2025-April 28, 2025	Conduct of written examination, open assessment, and interview of applicants	HRMPSB HRMPSB Secretariat	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.

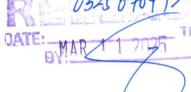
Widest dissemination of this Memorandum is earnestly desired.

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Digitally signed by Melanie P. Estacio Date: 2025.03.11 15:07:30 +08'00'

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

RepEd Schools Division of Digos City





a. Edensation units and/or degree relevant to the position to be filled, exceeding the minimum qualifications requirements as defined in the CSC approved QS.

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Training flower relevant to the position to be filled, exceeding the minimum qualification requirements the defined in the CSC approved QS.

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Application of Learning and Development of the last promotion;

Application of Learning and Development (1) and promotion of Learning and Development (1).

Promotion and Learning and Development (1).

2. The point system for evaluative assessment is detailed in Table 1. The point system shall way based on the level and salary range of the position. Forths assigned to nesh criterion shall way from one salary range to another, giving premium to specific criteria that are more relevant to the position to be filled.

Table 1. Point System for Evaluative Assessment: Related-Teaching Posttions

Orttaria		s. Education	b. Training	c. Experience	d. Performance	e. Outstanding Aconsplishments	f. Application of Education	g. Application of L&D	h. Potential (Written Test, BEI, Work Sample Test)	
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altdown of Pe	80 16-23 and 80-27	10	10	10	20	s	15	10	20	100
dats	(China)	10	10	10	25	10	10	10	15	100

Table 3. Rubrics for Computation of Points for Education, Training, and Experi

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-	increments beau minimus Q8	10 or store	6-9 Increments	6-7 increments	4-5 increments	2-3 tacrements
	Points	10	10	0		63

Vacant position: Billucation. Program Supervisor (BIAFES) = 80-32. Level and Salary Range: SO 16-23 and SO 27

Qualification Standards per CSG-capproved CS:

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Based on the minimum Q8 of the position to be filled, the HRMF9B shall determine the baseline level for computing the points for ETE using the increments Table as shown in Table 2.a. 2.b, and 2.c.

The date of HRMPSB assessment/Open Ranking System: September 30, 2022

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After determining the baseline irred, the IRINFORD shall compare for the increments of the application; across qualifications haved on the utinities of constraints you many laborations have the form of the inference between the application is made application and the corresponding level of the internal place of the posterior of the position to be filled.

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

For positions with multiple QS requirement for Exprience (ag. 2) were as a Period policy of System as Head Teachers of 2) years as Manter Teachers, the Principals and identify the reference experience with the highest lawsweard because of this shall be for basis in determining the final score of the applicant for the Superience component.

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Table 2.b. Increments Table - Training

3. Education, Training, and Experience (ETE), The points for ETE, corresponding to the applicant's qualifications executing the (5) ability to compute using the February and the Patrice Patrice (1). A real and the Market as for computers of require the TES (Table 5), Only those qualifications that we relevant to the position to felling shall be given points.

Table 2.a. Increments Table - Education

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		p
Education, Training,	QS requirement, the shall be determined	After computing the
and Experience).	corresponding points earned by the applicant for ETE using Table 3 (Rubrics for Computation of Points for	number of increments from the minimum (baseline)

Using the applicable rubrice as aboun in Ruble 3 and based on the number of increments earned by Applicant A, the computation of points for ETS is as follows:

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- d. Meeting the minimum (baseline) QS requirements for Education, Training, and Experience shall be given zero (0) points.
- The following general guidelines shall be observed in giving corresponding points to relevant Education, Training, and Experience qualifications:
- Education units and/or degrees in multiple or different majors may be given corresponding points on a cumulative basic provided, that the units and/or degrees cannot due relevant to the position applied for, provided further, that the subjects completed are not duplicated.
- Comsistent with the provisions of the CSC ORADHRA, units said/or degrees of Doctor of Medicine from a CHEAD-postgland statistical may be considered masters units and/or degree for purposes of may forms, except for positions that invoke practice of profession owned by hand alses.

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- III. Consistent with Legal Education Board (1828) Resolution So. 406, a. 407, a. 407 (S. Indicater of Laws (12.34) or that Doors (2.11) units and/or 2.34 (S. Indicater of Laws (12.34) or copilated or supervised by the 12.35 and its processors are substantially the considered as and its processors are substantially the considered and decorate units/degree in other non-law substantial decirates and girting points, accept for substantial that impole paratice of printing bottom, accept for substantial that impole paratice of processors of girting points, accept for paratice of the substantial positions in the impole paratice of processors of girting bottom, accept for substantial processors of printing bottom, accept for substantial printing paratice of processors of girting bottom, accept for substantial printing paratice of processors.
- Relevant training bours earned from digital/virtual/colline learning may be considered, subject to the conditions prescribed in CSC Memorantium Chronizer McD (vo. 3, s. 2021 (General Guidelines on Digital/Ordine Learning in the Public Sector).
- Enternati comprience glated from part-draw work of at least four [4] from the part of any may be considered; profited, that the suppopulate Certificate of Employment is submitted with details on the extensi number of fronty restored. For purposes of glating points, the months number of fronty restored. For purposes of glating points, the months or years of relevant emperience submitted shall be transmissed to be equivalent months or years of experience based on the CSO-crequired edges (8)-hour per day workship.
- Relevant Experience galand from abroad or consider the Philippines may be considered provided that the applicant automia of Criticotte and the Criticotte and the Criticotte of Criticotte and the Criticotte of Criticotte and the Criticotte an
- Parformance. Performancy refers to the assessment of how table, duties and opportunities are careful out or accomplished by the applicant as reformed promising document or other means of revification. The performance rating absument or other means of revification. The performance rating annualed in the current or personal judge or position that is referrent to the position to still the ability to the position of performance. Applicable provisions under Rule VIII Part I to IV of the CSC ORAOHRA shall apply in the appreciation of relevant Education, Training, and Experience qualifications and giving of points to ETS credentials.
- weaktions with superiors requirement. Applicants to positions that require experience may about a professional professional residual control of the current and previous job or position that is relevant to the position to be filled. Computation of points for performance that he so a follows:

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Applicants with work experience, who are applying to raity bred positions or positions with no experience requirement issued on QS, must subset asset performance remittig to coverage one (1) year QS, and as covered to provious job or position, the computation supulsated in here 4(a) shall apply.

5. Octobranding Jacomphilamente, Oursteating Accomplishments effer to featurate annihilating of an applicant, and a signal, preprinted, at a disparate particular, at disposition, at disposition for the control like to let up to a disposition to look proper particular, and disposition for the like to let up to a proper particular, position, Ourstanding annihilation and particular particular, properties, increased jor position, results in their workplace through control particular, properties, increased production, improved working standards, and/or tags in sportments specifical.

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

Table 5. Components of Outstanding Accompilationents Component Pointion-series and Accompine Accompined Accompined Description Descriptio

Regentral and intervation Subject Marter Expert / Memberahip in	5 points 3 points
Subject Matter Expert / Membership in National Technical Working Groups (TWGs) or Committees	3 points
Resource Spesitership / Learning Facilitation	2 points
NEAP Accredited Learning Pacilitator	2 soints

The points allocation in Table 8 shall serve as the materians or celling points sharts at may be second for each component. The points served from each component we complete to determine the road points for Outstanding Accompliatateds; but con to exceed the weight induction for Outstanding Accompliatateds are Table 1 (Point Spetem for Desirative Assessment for Educad-Teaching Positions).

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

National level individual waste sequent from a tororisch search process and plant by replaced search great to the day and the day of the day of the commit-ben of the day of the day of the day of the Philippeton DAY. Development shall be given maximum poince in Contradiction Accomplishments it. Day 501. Set in 50 15-23 and 50 27, and 10 points for 50 11-15 and 50 24, the (8) points for 50 15-23 and 50 27, and 10 points for 50 11-15 and 50 24.

The details of each component of Outstanding Accomplishments, including the MOVs required and rubrics for giring points, are as follows:

- Awards and Recognition. This may refer to academic or inter-school awards, or outstanding employee awards.
- Academic or Inter-School Awards. This shall apply only to applicants a no or less than one (i) year work experience (e.g., fresh graduates).

The professionate rating required for internal application shall be the rating derived from the feasili-field and referenance Management Spittern (RFMS) inbiblish) referenance Commitment and Sectore (PCA) Form obtained from the applicant's current or previous position that is relevant to the position to be filled.

However, as a unanabatry requirement, the applicant shall also be required to salumit a performance rating of at least Very Statisfactory (VSI) in the last rating period price to the data of assessment or exceeding, except for promotion from limit to accord level energy positions where the required performance rating is at least Statisfactory (SI). Vacard Position: Princenties Program Specialist II - 80 16 An official or employee who is on official leave of absence, for reasons such as maternity fears, local or foreign echolomistip, retaining grant, or other CSC-cathonized official feares, may be considered for promotion in such cases, a parlormance mixing in the last mixing period prior to the force of absence hashed required.

The performance retaing prior to the reclassification of the position shall be to considered as proformer retaing in the reclassification of the position shall be to the constant of promotion, if applicable. For exercial application whose performance is measured using a five (3)-local adjustment performance using acade, the multipart value of the 1980-netting (Table 4) equivalent to the adjustment mixing shall be used as the applicately performance rating µZ. The Certificate of Rating must be supported with the Performance Swainstein Tool. a.2. External applicants. a. I. Internal applicants. RPMB Rating feeds
Outerscribe
4.500-6.500
Very Businessry
3.500-4.599
Satisfactory
2.500-3.599
Unsatisfactory
1.500-2.499
Deadscriberory
1.500-2.499
Balon 1.499 Table 4. Midpoint Value of the RPMS Rating 95.dp-state Value 4.75 3.995 3.996 1.996 1.995 0.7495

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The following MOVs and rubries shall be used in determining points $\mbox{\sc Awards}$ and Recognition.

Means of verification:

- A. Academic or inter-school award; or
 Certification or any document showing top-notching a Board
 Examination; or
 C. Certificate or any document showing TOSP Award.

Component	Politicassings (hear debed in
At least three (3) academic or inter-school awards or TOSP Award or Top 10 in Board/CS Eligibility Examination	2 points
At least two (2) academic or inter-achool awards	\ point

a.2. Outstanding Simpleyee Award. This shall apply to applicants with previous work experience, or those applying to positions with experience requirement.

Means of verification:

- Any issuance, memorandum or document showing the Criteria for the Search; and
 B. Certificate of Recognition/Merkt.

Division Level Search or Higher	pplicants from schools	Division/Provincial/City Lovel Search	Regional Level Search or Higher	pelicanta from solvenis division office	Regional Office Search	National Level Sourch or Higher	prileunta from regional office	Central Office Search	National Level Search or Higher	piloants from central office	Local Office Search	Organizational Level Search or Higher	pBoants from external institution	Companent Palace	The same of the sa
	Fitted P.	1 point	2 Points		I peint	2 points		point	2 points		1 point	2 points		COMM STATISTICS TRANSPORT WATER	

For multiple searcis neederd from the same sward gloring body and/or searci entagory that are conducted in actics or progressive manner, only the highest-level searci shall be considered (e.g. 1862)* writing conch at the deviation, regional, includes level; Ministry, only the highest search shall be given points in cases where applicants solunit untitiple asserts from different search of wing bodies.

Vanual preffer.

Vanual preffer.

Administrative Propriette Specialistic 2 – 20 2 8

Administrative Propriette Specialistic 2 – 20 2 8

Administrative Propriette Specialistic Special Specialistic Special Specialistic Special Specialistic Special Specialistic 86797 - 06 - 8/866'S - 30 - 18'98

For external application whose performance is measured using other numeric disc calegorism and appropriate with notice that are not adopted with turned to the contract awar of the SPAS, the HEMPES shall develop a system that transmiss disperformance sating to the corresponding points comparable to the existing robries of the NPAS.

Extranal applicant is to versant positions with experience requirement shall submit performance ratingly from current or previous work that is network to it in position to be filled. Hore-automission of performance ratingly a fee any reason agrees are now for Performance criterion. No proxy measures shall be considered in the absence of the applicable performance ratingly.

Peaktions with no augorience requirement. Applicants to positions that do not require previous experience must submit the based examination or career Service Eligibility ratings. Computation of points for performance shall be as follows:

Potstäpughrmanaj = x/100 * WApughrmanaj

Whene: x = Sourd Essen/CS Eligibility rating x = Sourd Essen/CS Eligibility rating WA = Weight Allocation, for Performance WA = Weight Allocation, for Performance DD points for SCI 11-15, SCI 16-93 and SCI 27; 25 points for SCI 24)

For honor graduates covered by Presidential Decree (PD) 907 titled, oranting Claff Survice Edghidty to College Honor Oranlanes, as well as the Foreign School Honor Graduate Edghidty (PSIGOZ) as atipulated under CSIC Resolution No. 1300714, the following rubric shall apply

b. Research and Innovation

- Accessed of werithaution:

 A. Proposal this appropried by the Head of Office or the designated Renterch. Committee per Do Ro. 1.6. a. 2017

 B. Accomplishment Report werified by the Head of Office or Committee of the United States of Committee or United States of the Innovation of research, within the achieval of different of the Innovation or research, within D. Comficialities of designed by the Head of Office on another school/office day signed by the Head of Office of the Committee of the Innovation or research by D. Committee of the Innovation of the Innovation or research by D. Committee of the Innovation of the Innova

Only A	Only A & B	Only A, B & C	A, B, C&E	A, B, C&D	MOV» Bubinitted
2 points	3 points	4 points	5 points	5 points	Probatilities entitled Besser for

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

andquest illustrar Expert / Hembarnship in Indicated Tripfice or Committees.

This shall apply to application that have been chosen and required to true to their technical innovincings, shalls, and experience to develop an output, or work towards an outcome in the indicated help level this law products to the development and/or validation of framework, models, policies, and learning materials. Budget matter copyrilate or membership in Sanzand 1994, or Committees matel, inversely, the relative to the part bottom, the relative to the part bottom, the relative to the part bottom, the relative to the part bottom.

A. Issuance or Memorandum showing the membership in NTWG or Committees;

B. Certificate of Farticipation or Attendance; and C. Output /Adoption by the organisation/DepEd

MDVs Subsettled
ALL MOVs
Only A & B

Resource Spenkership / Learning Teatistation. This shall apply to applicants who have been requested and invited to share their knowledge and expertise on specific subject matter/s. This may include applicants who served as a Resource Speaker, Resource Person, Trainer, and/or

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Learning Facilitator in seminars, training programs, conferences convention, congress, forums, learning action cells (LAC) sessions, etc. Means of verification (All listed MOVs shall be submitted):

- A. Issuance/Memorandum/Invitation/Training Mastic.

 B. Certificate of Becognition/Metrit/Commendation/Appreciation and C. Side deck/a used and/or Seasion guide/s.

 Rabdride.

chool Manieleality/District Speakership	Mylaton Level Speakeawhip or Migher	loanta from sohoola	Sylaion, Provincial (City Level Speakership	egional Level Scenbership or Higher	leents from schools division office	egional Office Speskership	ational Leval Speakership or Higher	loants from regional office	entral Office Level Synekerathy	ational Level Speakership or Higher	cents from central office	ocal Office Level Speakership	transmitional Level Sceakership or Higher	cents from enternal institution	The same of the sa
I point	2 polots		Loint	S points		i point	2 Points		point	a pointa		1 point	2 petrits		THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, THE PERSON NAMED IN COLUMN TWO IS NOT THE OWNER, T

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

- Certificate of Recognition as Learning Pacilitator issued by NRAP Regional Office Certificate of Recognition as Learning Pacilitator issued by NEAP Central Office

1 point	Region	Accredited
1.5 p	National Trainer	redite
statod 2.	DEL Assessor	

Application of Learning and Development (L&D), application of L&D is a proven success of the learnings gained from the human resource development (HZO) interventions done, istended by the applicant which must have led to significant positive results in their current or previous work.

Higher premium shall be given to an application of LAD or intervention made by the applicant that is relevant and applicable to the position to be filled. The definition of resount intervention as adjustmed in New 6(a) of this Order shall apply.

- A. Certificate of Praining or Certification on any applicable Lab intervention, sequence face, is aligned with the Embeddual Intervention, sequence face, is aligned with the Embeddual Certification of the Certification

Potential Potential: By Potential Potential: By State and Teapo By State are more tech of the following: By State and Teapo Of the following:	Only A ds B	Only A. B. & C	VTT MOA.		MOVe Bubishted
efers to the capacity malphilities of the position sloal in nature. It may	5 points	7 points	10 points	Rejovant	Pointine
and ability of an appli- on to be filled, and those be measured through an	1 peint	3 points	6 points	Hot Malyrant	Nexton 4 100
cant to higher ty or all	-	-	4,00		1

Component	90 11-18 90 16-23 90 27	trustal BC
	90 11-18 90 16-29 90 27	80
Written Exercinations (WE)	5 points	5 200
Sichie or Work Semple Tests (S/WST)	10 points	5 50
Behantoural Events Interview (BEI)	5 points	5 50

Strikten incentinentien reters to the stradentized continuation which in tensors to the control of the control of the control of the control deat, reducers to the control of the applicant. The arm and evaluation to the appropriate to the position to the filled must be developed by subject status experts as requested by the HPMPSE. Subject matter experts reter to

. . .

Applicant Orange is applying for a Benter Bibanction Pragram Specialize (89-19) in Deglad Control Office. He is correctly on Bibanction Pragram Specialize S to ISO Quasso City applicated in October 2015. For the purpose of computing his Guatarating Accomplishment, he submitted the following MOTe:

Resource Speckersky/Learntig Pecilitation: Cartificate of Sacognition as Resource Specker on Education Assessment in September 2018 in Deptid MCR jounglets MOVs subjetted)	Revenution or Research? Certificate of Recognition as Learning Pacilitator on Research or Quality Assessment in onlind NCR Schools (complete MOVs submitted)	Outstanding Simpleyee Award 2018 in SDO Queson City complete MOVs submitted	Amerika and Beoegrétians Outstanding Employee (Award 2015 in INCR Journglets ARDVs submitted)	Outstanding Amonybializaesits
I point	S peints	Hond t	22 points	Actand on Rubric
Ovdřed	Credited	Ovelland	Not credited; MOV has been send in the last promotion as RPS II	Aunurka

Application Orange's Contenting Symphote Associ is 2016, Steamers, and Samores dynamically have all boundaries by the IRISES and in 18 and 18

6. Application of Beneation, Application of exhancion is the contribution make for an optication in the workplace as requiled their beautings from endocation degrees, beauting the contribution make described and the contribution of the filled frequent particular processes. The processes of the contribution of the filled frequent particular particular processes. The processes of the contribution of the filled frequent to the position to be filled frequently applied from the contribution make higher exhibition units or despit, of sented. The application of contention must have led to significant positive results in the application's current or previous work.

Positions with experience requirement Application of obtaction is the countributions made by the applicant to their workplace as a result of their learnings from their electrostation degrees on uses sentend, each as but, unlined to applied concepts, processes, and skills (but are relevant to the positions to be filled.

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

Belement toterresention is described as the intervention that is directly applicable to the functional unit where the position applied for is lodged. As intervention is described to be applied by the used in the operations of the functional unit based on its office associates in the official Depth Office Punctions or Office Orders for the creation of the functional unit.

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individuals internal or external to the office where the vacancy exists, or to the Department, who have working knowledge of the specific competencies required by the position to be filled.

Where: $x = Score/ \ rating \ in \ unitten \ excumination \ in \ percentage \ scale \ WA = Weight Allocation for \ WB$ Pointages = x/100 * WAway

Vaceur position: Brissestion Fragress Spackellet II – 80 16 E = 85 WA = 5 Potntajerg = 35/100 * 5 = 4.25

Skells or Work Simple? Suit refers to the text that stay to administrated to evaluate the application of skills relevant to the requirement of the position to the filled. The test and evaluation reducts must be designed by subject matter experts as requested by the HMMFSS deponding on the type of skills test required by the position to be filled.

Where:

x - Stere/ruthig in the S/WST in percentage scale

x - Weight Allocation for S/WST

(10 points for S0 11-15, SC 16-23, SC 27; 5 points for SC 24) Pointiages; = x/100 * WAqqueen

Behandoural Brents Interview (BEE) refers to the conduct of direct inquiry with the applicant, focusing on their display of desired behandour) within assignment to repeat the instantion or conductors in their previous and/or current workquient. BEE in based on the principle that past charmour predicts future performance. It was the STAR approach to walkfast webshort the top-techniques the start of the principle competencies have been exhibited.

peditase sieth as saperiesse reguleresset. Applicatio to position that to not explicit protein sowic experience must solvent the CMM. In the highest reached project level samed as referenced by Transcript of highest schedule/grade level samed as effectived by Transcript (and highest Schedule). (1982) and other certification. The HEMPRIII must can fligher Education (1982) are other certification. The HEMPRIII must detecting a square that its transmitted of USA to a proteint for Ordering works.

MOVs Schoolsted Reference at the ALL MOVs Control of the All Moves of the

Ret Relevent
9 points
6 peints
3 points

MOVe inhealted Reference.

ALL MOVe 10 10 poleto
Coaly A & B 7 poleto
Oals' A

Rubrics: (SG 11-15 and SG 24)

A. Action Plan approved by the Head of Office.
B. Accompliamment Report werlind by the Head of Office
C. Certification of the utilization/adoption signed by the Head of Office

Rubrics: (SG 16-23 and SG 27)

If the intervention made by the applicant does not meet the criteria Releasent, then said intervention shall be considered and be corresponding points using the rubrics for Not Releasust

given be

Means of verification:

Where: Potatikapatania debania = #2/100 * ##/kapatania debania de x - 094/ transminist la preventaga evalu x - 094/ transminist la preventaga evalu (10 pointa for 80 11-15 de 80 24; 15 pointa for 80 16-83 de 80 27) (10 pointa for 80 11-15 de 80 24; 15 pointa for 80 16-83 de 80 27)

Vacant position: Education Program Specialist II – 80 16

Easter of Islanding = 82.75/100 * 15 * 12.4125

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by the applicant. The SYAR approach draws focus on setual Situations in which the applicant acted; the Task/s that the applicant faced; the Actions that the applicant fock and the Results of those actions. The IRE may be used to assess the following areas:

- Againstic The IRR shall be used to eases the applicants peterated or that operating and ability to assume the detailer that proteins on the filled and those higher pesitions that are more restancial to asture.

 II. Chromodevisions or traits, it is ability to use the proteins under the proteins applicants applicants applicants pepthological and excels well-acting.

 III. Physics it had the error as an exercize to evaluate an applicants 3-bb till, Location Pis, and Organizational Pis of IRRAPSSI.

The points allowed for EEC component (5 paints) shall serve be the medium or calling point that any be entered by an applicant. The points served the each area are camulative to determine the total point by EEC component. The HEMPERS shall determine the oppopulate areas relevant, to the position to each MEMPERS shall determine the oppopulate areas relevant, to the position to dilited and saugh points to ouch area, not exceeding the maximum or calling points to ouch area, not exceeding the maximum or calling points to ouch area, not exceeding the maximum or calling points to ouch area.

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