



Republic of the Philippines  
**Department of Education**

DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

OSDS-2025- 590

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 : NOTICE OF VACANT POSITIONS FOR TEACHER I POSITIONS

Date : March 17, 2025

This Office announces the vacancies of Teacher I positions in the Schools Division Office of Digos City. The qualification standards are as follows:

VACANCY	QUALIFICATION STANDARDS			
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY
<b>SPECIAL SCIENCE TEACHER I (SENIOR HIGH SCHOOL)</b>	Bachelor's Degree in a specialized field in Science, Technology, Engineering, Mathematics, or other applied courses as identified and approved by the DOST as priority S&T courses	None Required	None Required	R.A. No. 1080 (Teacher) Secondary; if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring



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

**Plantilla Item No.:** OSEC-DECSB-SPST1-750020-2021

**SG:** 13

**Monthly Salary:** ₱ 34,421.00

**No. of Vacancy/ies:** 1

**Place of Assignment:** SENIOR HIGH SCHOOL IN DIGOS CITY

**JOB SUMMARY:**

- Applies mastery of content knowledge and its application across learning areas
- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning
- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners
- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work

VACANCY	QUALIFICATION STANDARDS			
	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY
<b>TEACHER I (SENIOR HIGH SCHOOL)</b>	*ACADEMIC TRACK: Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 15 units of specialization in the relevant strand/subject *ARTS & DESIGN TRACK: Bachelor's degree with a major in field(s) under the Track; or any Bachelor's degree plus at least 15 units of	*ACADEMIC TRACK: None Required *ARTS & DESIGN TRACK: None required *SPORTS TRACK: None required *TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK: At least NCII *Appropriate to the specialization	*ACADEMIC TRACK: None Required *ARTS & DESIGN TRACK: None required *SPORTS TRACK: None required *TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK: None required	* Applicants for a permanent appointment: RA 1080 (Teacher); if not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring * Applicants for a contractual position: None required *Practitioners (part-time



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	<p>specialization in the relevant subject *SPORTS TRACK:          Bachelor's degree with a major in field(s) under the Track; or any Bachelor's degree plus 15 units of specialization in fields under the Track          *TECHNICAL-VOCATIONAL-LIVELIHOOD TRACK: Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization</p>			<p>only): None required</p>
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**Plantilla Item No.:** OSEC-DECSB-TCH1-751539-2016

**SG:** 11

**Monthly Salary:** ₱ 30,024.00

**No. of Vacancy/ies:** 1

**Place of Assignment:** SENIOR HIGH SCHOOL IN DIGOS CITY

**JOB SUMMARY:**

- Applies mastery of content knowledge and its application across learning areas
- Facilitates learning using appropriate and innovative teaching strategies and classroom management practices
- Manages an environment conducive to learning
- Addresses learner diversity
- Implements and supervises curricular and co-curricular programs to support learning
- Monitors and evaluates learner progress and undertakes activities to improve learner performance
- Maintains updated records of learners' progress
- Counsels and guides learners
- Works with relevant stakeholders, both internal and external, to promote learning and improve school performance
- Undertakes activities towards personal and professional growth
- Does related work



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VACANCY	QUALIFICATION STANDARDS			
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY
<b>TEACHER I (ELEMENTARY GRADES)</b>	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	LET/PBET/R.A.1080 (TEACHER)
<p><b>Plantilla Item No.:</b> OSEC-DECSB-TCH1-777333-1998 OSEC-DECSB-TCH1-750903-2018</p> <p><b>SG:</b> 11 <b>Monthly Salary:</b> ₱ 30,024.00 <b>No. of Vacancy/ies:</b> 2 <b>Place of Assignment:</b> ELEMENTARY EDUCATION</p> <p><b>JOB SUMMARY:</b></p> <ul style="list-style-type: none"> <li>▪ Applies mastery of content knowledge and its application across learning areas</li> <li>▪ Facilitates learning using appropriate and innovative teaching strategies and classroom management practices</li> <li>▪ Manages an environment conducive to learning</li> <li>▪ Addresses learner diversity</li> <li>▪ Implements and supervises curricular and co-curricular programs to support learning</li> <li>▪ Monitors and evaluates learner progress and undertakes activities to improve learner performance</li> <li>▪ Maintains updated records of learners' progress</li> <li>▪ Counsels and guides learners</li> <li>▪ Works with relevant stakeholders, both internal and external, to promote learning and improve school performance</li> <li>▪ Undertakes activities towards personal and professional growth</li> <li>▪ Does related work</li> </ul>				

Filling-up of new items and natural vacancies for Teacher I positions **shall be based on the published SY 2024-2025 Comparative Assessment Result-Registry of Qualified Applicants (CAR-RQA)** per **DepEd Order No. 7, s. 2023** (see DepEd Order No. 7, s. 2023 Enclosure No. 1, Section D. Comparative Assessment Result, Item 53, and Section E. Appointment).




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**School Heads with Teacher I vacant items in their respective schools shall prepare Report of Vacancy and Assignment (ROVA).**

This announcement of vacant position shall be valid for filling up **after the 10 day** publication of the item with the CSC per Republic Act 7041.

Widest dissemination of this Memorandum is earnestly desired.

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

Schools Division of Digos City  
RECORDS SECTION  
**RECEIVED**  
09 250 70704  
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BY: 

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