



Republic of the Philippines
Department of Education

DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025- 15

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 : May 26, 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
TEACHER I (ELEMENTARY GRADES)	Bachelor of Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	None Required	LET/PBET/R.A. 10 80 (TEACHER)



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

Plantilla Item No.: OSEC-DECSB-TCH1-750001-2025
OSEC-DECSB-TCH1-750002-2025
OSEC-DECSB-TCH1-750003-2025
OSEC-DECSB-TCH1-750004-2025

SG: 11

Monthly Salary: ₱ 30,024.00

No. of Vacancy/ies: 4

Place of Assignment: ELEMENTARY EDUCATION

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

Filling-up of new items and natural vacancies for Teacher I positions ***shall be based on the published SY 2025-2026 Comparative Assessment Result-Registry of Qualified Applicants (CAR-RQA)*** per **DepEd Order No. 007, s. 2023** (see DepEd Order No. 007, s. 2023 Enclosure No. 1, Section D. Comparative Assessment Result, Item 53, and Section E. Appointment).

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.

For and in the absence of the
Schools Division Superintendent
MELANIE P. ESTACIO, Ph.D., CESO VI


SOLLIE B. OLIVER, JR., MATE

SGOD Chief Education Supervisor
Officer-In-Charge

Schools Division Office - Digos City
RECORDS SECTION

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