



Republic of the Philippines  
**Department of Education**

DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

OSDS-2025-192

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 : July 11, 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>TEACHER I (SECONDARY GRADES)</b>	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	None required	None required	RA 1080, as amended (Teacher-Secondary)



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

**Plantilla Item No.:** OSEC-DECSB-TCH1-751155-2025  
 OSEC-DECSB-TCH1-751156-2025  
 OSEC-DECSB-TCH1-751157-2025

**SG:** 11

**Monthly Salary:** ₱ 30,024.00

**No. of Vacancy/ies:** 3

**Place of Assignment:** SAN ROQUE NATIONAL HIGH SCHOOL  
 IGPIT NATIONAL HIGH SCHOOL  
 MATTI NATIONAL HIGH SCHOOL

**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		
POSITION TITLE	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY
<b>TEACHER I (SENIOR HIGH SCHOOL TEACHER I - ACADEMIC TRACK AND CORE SUBJECTS)</b>	<p>*Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 15 units of specialization in the relevant strand/subject plus 18 professional units in Education</p> <p>*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</p>	None required	None required	<p>*RA 1080, as amended (Teacher-Secondary) for permanent appointments</p> <p>*None required for provisional and contractual appointments must pass the LET within 5 years after the date of first hiring</p>



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	relevant strand/subject			
<b>Plantilla Item No.:</b> OSEC-DECSB-TCH1-751162-2025 OSEC-DECSB-TCH1-751163-2025 OSEC-DECSB-TCH1-751164-2025 <b>SG:</b> 11 <b>Monthly Salary:</b> ₱ 30,024.00 <b>No. of Vacancy/ies:</b> 3 <b>Place of Assignment:</b> SENIOR HIGH SCHOOL IN DIGOS CITY <b>JOB SUMMARY:</b> <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 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.

DepEd Schools Division of Digos City

RECORDS SECTION

**RELEASED**  
W PR-704/T

DATE: JUL 11 2025 TIME: 2:00 PM

BY: \_\_\_\_\_

For and in the absence of the  
Schools Division Superintendent

**BEVERLY S. DAUGDAUG, Ed.D.**

Chief – Curriculum Implementation Division  
Officer-In-Charge

OSDS/ADMIN /HR/ddc



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Republic of the Philippines  
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Region XI  
SCHOOLS DIVISION OF DIGOS CITY  
Digos City



July 09, 2025

**MELANIE P. ESTACIO, Ph.D, CESO VI**  
Schools Division Superintendent  
Department of Education Digos City Division

Madam:

Below are the vacant position items requesting your approval of its publication as per the requirement indicated in the 2017 ORAOHRA, revised July 2018, Rule VII, Section 24:

POSITION TITLE	ITEM NO.	NAME OF PREVIOUS APPOINTEE	CAUSE OF VACANCY	SUBJECT	STATION
TEACHER I (SECONDARY GRADES)	OSEC-DECSB-TCH1-751155-2025	NEW ITEM	NEW ITEM	FILIPINO	SAN ROQUE NATIONAL HIGH SCHOOL
TEACHER I (SECONDARY GRADES)	OSEC-DECSB-TCH1-751156-2025	NEW ITEM	NEW ITEM	SCIENCE	IGPIT NATIONAL HIGH SCHOOL
TEACHER I (SECONDARY GRADES)	OSEC-DECSB-TCH1-751157-2025	NEW ITEM	NEW ITEM	MATHEMATICS	MATTI NATIONAL HIGH SCHOOL
TEACHER I (SENIOR HIGH SCHOOL TEACHER I-ACADEMIC TRACK AND CORE SUBJECTS)	OSEC-DECSB-TCH1-751162-2025	NEW ITEM	NEW ITEM	ACADEMIC TRACK-ENGLISH	SENIOR HIGH SCHOOL IN DIGOS CITY
TEACHER I (SENIOR HIGH SCHOOL TEACHER I-ACADEMIC TRACK AND CORE SUBJECTS)	OSEC-DECSB-TCH1-751163-2025	NEW ITEM	NEW ITEM	ACADEMIC TRACK-MATHEMATICS	SENIOR HIGH SCHOOL IN DIGOS CITY
TEACHER I (SENIOR HIGH SCHOOL TEACHER I-ACADEMIC TRACK AND CORE SUBJECTS)	OSEC-DECSB-TCH1-751164-2025	NEW ITEM	NEW ITEM	ACADEMIC TRACK-SCIENCE	SENIOR HIGH SCHOOL IN DIGOS CITY

Thank you.

Very truly yours,

**FRANCIS JUDE D. ALCOMENDRAS, JD, MPA**  
Administrative Officer V

REVIEWED BY:

**MARIA GENEVIEVE T. FRANCISQUETE, CESO VI**  
Assistant Schools Division Superintendent

APPROVED BY:

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

OSDS/ADMIN/HR/DDC