



Republic of the Philippines  
**Department of Education**  
DIGOS CITY DIVISION

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

OSDS-2025- 250

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 : August 20, 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-TCH1-750220-2021

**SG:** 11

**Monthly Salary:** ₱ 30,024.00

**SUBJECT:** TLE

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

**Place of Assignment:** BALABAG 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

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).**

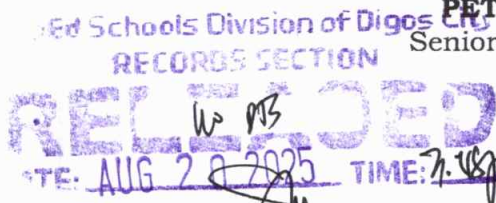
This announcement of vacant position shall be valid for filling up **after the 10 day** publication of the item with the CSC per Republic Act 7041.

Widest dissemination of this Memorandum is earnestly desired.

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

**PETER-JASON C. SENARILLOS**

Senior Education Program Specialist  
Officer-in-Charge



OSDS/ADMIN / HR/bpp



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