



Republic of the Philippines
 Department of Education
 Region V(Bicol)
DIVISION OF CATANDUANES
 Virac, Catanduanes

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March 28, 2016

RELEASED
 DepEd-Division of Catanduanes
 RECORDS SECTION
 MAR 30 2016
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 [Signature]

MEMORANDUM TO:

Chief Education Supervisors
 Education Program Supervisors
 Public Schools District Supervisors
 Elementary and Secondary School Heads

In preparation for the forthcoming vacancies for Head Teacher I position (Elementary), all interested qualified applicants are advised to submit their pertinent papers in accordance with the criteria as provided in DepED Order No. 42, s. 2007:

- | | | |
|---|---|-----------|
| 1. Performance Rating for the last 3 rating periods | - | 30 points |
| 2. Experience | - | 10 points |
| 3. Outstanding Accomplishments | - | 30 points |
| 4. Education | - | 10 points |
| 5. Training | - | 10 points |
| 6. Potential | - | 5 points |
| 7. Psychosocial Attributes & Personality Traits | - | 5 points |

The Modified Qualification Standards as provided in DepED Order No. 39, s. 2007 shall be used as basis for the basic qualifications:

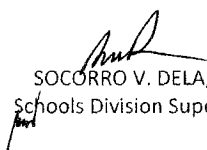
Position	Salary Grade	Level	Education	Experience	Training	Eligibility
Head Teacher I (Elementary)	14	2	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units	TIC for 1 year; or Teacher for 3 years	24 hours of relevant training	RA1080 (Teacher)

Applicants should have the following documents:

1. Letter of Intent
2. Omnibus Certification of Authenticity & Veracity of Documents
3. CSC Form 2152 (personal Data Sheet)
4. Updated Service Record
5. Performance Rating for the last 3 rating periods
6. Transcript of Records/Special Order
7. PRC Eligibility
8. Certificates of relevant trainings/seminars attended
9. Copy of Last Approved Appointment
10. Other documents relevant to the position applied for

Pertinent papers/documents duly sealed in a long envelope must be stamped "Received" at the Records Section and be submitted at the Office of the Asst. Schools Division Superintendent not later than April 18, 2016. Evaluation will be on April 27, 2016, 8AM at the Office of the Asst. Schools Division Superintendent. Applicants are advised to bring their original documents on the day of evaluation.

For dissemination, guidance and compliance.


 SOCORRO V. DELA, CESO VI
 Schools Division Superintendent