

July 17, 2014

MEMORANDUM TO : Public Schools District Supervisors
Elementary & Secondary School Heads

In preparation for the forthcoming vacancy for Elementary School Principal III position, this office encourages all interested qualified applicants to submit to the Office of the Schools Division Superintendent required papers/documents not later than August 1, 2014 for evaluation. Documents submitted after this date will no longer be entertained.


The qualification standards for School Principal III are as follows: (Deped Order No. 39, s. 2007)

Education : Bachelor's degree in Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in education + 6 units of Management
Salary Grade: 20
Level : 2
Experience : 2 years as Principal
Training : 40 hours of relevant training
Eligibility : RA 1080 (Teacher)

Applicants should have the following documents:

- a. CSC Form 212 (Personal Data Sheet)
- b. Updated Service Record
- c. Performance Rating for the last 3 years
- d. Transcript of Records/Special Order
- e. Certificates of Relevant Trainings/Seminars attended
- f. Other documents relevant to the position applied for

For information, guidance and compliance.


JOSE L. DONCILLO, CESO VI
Schools Division Superintendent