



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF MISAMIS ORIENTAL

April 15, 2024

DIVISION MEMORANDUM

No. 253 s. 2024

TO : ALL QUALIFIED APPLICANTS
This Division

SUBJECT: RANKING FOR EDUCATION PROGRAM SUPERVISOR IN MAPEH.

1. This Office announces the ranking of qualified applicants for promotion to Education Program Supervisor in MAPEH.
2. The ranking shall abide with the guidelines stipulated in DepED Order No. 007, s. 2023, otherwise known as "Guidelines on Recruitment, Selection, and Appointment in the Department of Education."
3. The following qualification standards shall be considered:

Position Title/SG	Education	Experience	Training	Eligibility
Education Program Supervisor SG-22, Item No.660047-2010	Master's degree in Education or other relevant Master's degree w/ specific area of specialization	2 years as Principal/2 years as Head Teacher/2 years as Master Teacher	8 hours of relevant training	RA 1080 (Teacher)

4. Interested applicants shall submit one folder of photocopied documents on or before April 30, 2024 together with the application letter addresses to the Schools Division Superintendent as follows;

- a. Application letter;
- b. Accomplished Form 212 with 2"x2" picture;
- c. Performance rating for the last rating period;
- d. Updated copy of service record;
- e. Transcript of records;(Not certification from the registrar)
- f. Certificate of registration/ Renewed PRC license;
- g. all available and eligible pertinent documents as stipulated in DepEd Order No. 007, s. 2023; and
- h. Omnibus certification of authenticity and veracity of all documents submitted.

5. Training beyond five (5) years from the date of announcement will not be given points. Moreover, the cut-off date of the Certificates of Participation to training, Consultancy/Resource Speakership, Action Research, Innovations and other pertinent documents for the said selection shall be two (2) months before the date of the posting of this Division Memorandum.

6. Applicants shall bring the original copies of the documents they have submitted for the deliberation and interview at the Office of the Assistant Schools Division Superintendent on a scheduled date which will be announced later.

7. Additional documents submitted after the deadline shall never be accepted nor be given points during evaluation and interview.

8. For the entire duration of the activity, this Office adheres to DepEd Order No. 29 s. 2002 known as "Merit Selection Plan of the Department of Education" and strict implementation of Equal Employment Opportunity Principle (EEO) that is regardless of age, sex, sexual orientation, gender, gender identity, civil status, disability, religion, ethnicity, and political affiliation, among others.

9. Only the qualified applicants who can submit the documents on time shall be included in the selection line-up, who shall also join the interview/deliberation.

10. The Human Resource Merit Promotion and Selection Board (HRMPSB) is composed of the following:

Chairman : **MARY ANN M. ALLERA**
Asst. Schools Division Superintendent

Members : **MARIA TERESA M. ABSIN**
SGOD Chief

JANICE LOURDES S. RESURRECCION
AO V

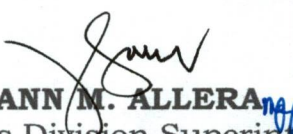
MELANIE C. ESTENZO
HRMO/AO IV

MARIA ASUNCION G. RAFOLS
Education program Supervisor
MOPSTEA President

Secretariat: **CLARIBEL L. RODRIGUEZ**
BETTY P. SALIRING

11. Immediate dissemination of this Memorandum is enjoined.

EDILBERTO L. OPLENARIA, EdD., CESO V
Schools Division Superintendent


MARY ANN M. ALLERA
Assistant Schools Division Superintendent
Officer-In-charge
Office of the Schools Division Superintendent

