



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

November 28, 2023

DIVISION MEMORANDUM

No. 706 s. 2023

TO : ALL QUALIFIED APPLICANTS

SUBJECT: RANKING FOR SENIOR EDUCATION PROGRAM SPECIALIST

1. This Office announces the ranking of qualified applicants for **SENIOR EDUCATION PROGRAM SPECIALIST**, this Division.
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
Senior Education Program Specialist SG 19-51,357 Monthly Salary	Bachelor’s degree in Education or its equivalent and completion of academic requirements for a master’s degree relevant to the job	2 years experience in Education, research, development, implementation of other relevant experience	8 hours of relevant training	RA 1080; PBET; Teacher Career Service (Professional) Appropriate Eligibility for Second Level Position

4. Interested applicants shall submit one folder of photocopied documents on or before December 13, 2023 together with the application letter addressed to **EDILBERTO L. OPLENARIA**, EdD, CESO V Schools Division Superintendent, as follows:

- a. Application letter/Letter of Intent;
- b. Accomplished Form 212 with 2”x2” picture;
- c. Latest Performance rating;
- 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 (Related Teaching Positions); 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 original copies of the documents they have submitted for the interview/deliberation at the office of the Assistant Schools Division Superintendent on a schedule which shall be announced later.

7. For the entire duration of the activity, all the applicants shall adhere DepEd Order No. 29 s. 2002 on this Office's Implementation of Equal Opportunity Policy (EOP), that is regardless of age, sex, sexual orientation, gender, gender identity, civil status, disability, religion, ethnicity, and political affiliation, among others.

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

Chairman : **ERLINDA G. DAEL**
Asst. Schools Division Superintendent

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

JANICE LOURDES S. RESURRECCION
AO V

MELANIE C. ESTENZO
AO IV

MARIA ASUNCION G. RAFOLS
EPSVR
MOPSTEAP President

Secretariat: **CLARIBEL L. RODRIGUEZ**

Asst. to the Secretariat: **BETTY S. SALIRING**

9. Immediate dissemination of this Memorandum to all concerned is enjoined.


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