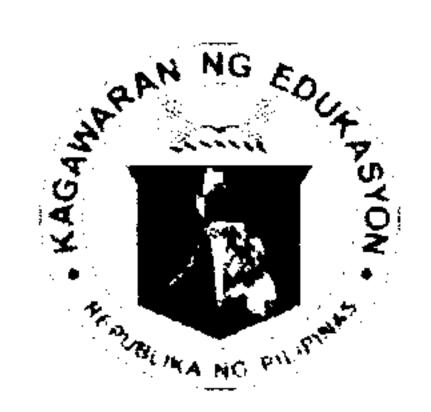


## Republic of the Philippines Department of Education Region X – Northern Mindanao DIVISION OF MISAMIS ORIENTAL Del Pilar-Velez St., Cagayan de Oro City



August 3, 2015

DIVISION MEMORANDUM No. 249 s. 2015

## CONDUCT OF SELECTION FOR SCHOOL HEAD TEACHER III (T.L.E.) FOR MEDINA NATIONAL COMPREHENSIVE HIGH SCHOOL

TO : SECONDARY SCHOOL HEADS

This Division

- This Office announces the Conduct of Selection for Qualified Applicants for Secondary School Head Teacher III for T.L.E. Department, for Medina National Comprehensive High School, this Division
- 2. The ranking shall abide with the guidelines stipulated in DepED Order No. 42, s. 2007, otherwise known as "The Revised Guidelines on Selection, Promotion and Designation of School Heads."
- The Modified Qualification Standards (DepEd Order No. 39 s. 2007) shall be used:

Position	Education	Experience	Training	Eligibility
Head Teacher III	Bachelor's degree in Secondary	Head Teacher for	24 hrs. of	<b>RA</b> 1080
	Education; or Bachelor's degree	2 years; or	relevant	(Teacher)
	w/ 18 professional education units	Teacher for 5	training	
	with appropriate field of	years		
	specialization			

- Interested applicants shall submit one folder of photocopied documents on or before **August 24, 2015** together with the application letter addresses to the Schools Division Superintendent.
  - a. Application letter;
  - b. Accomplished Form 212 with 2"x2" picture;
  - c. Performance rating for the last three rating periods;
  - d. Updated copy of service record;
  - e. Transcript of records;
  - f. Certificate of registration/license;
  - g. All available and eligible pertinent documents relevant to the position as stipulated in DepEd Order No. 42, s. 2007;
  - h. Omnibus certification of authenticity and veracity of all documents submitted; and
  - i. Certificate of no pending criminal, civil or administrative case.

- 6. Certificate of participation to national/international training must be supported with a certified copy of the authority to travel/participate in said national/international training in order for the points o such documents be credited to the applicants points.
- 7. Additional documents submitted after August 24,2015 shall never be accepted nor be given points during the actual process.
- Applicants shall bring the original copies of the documents they have submitted for the interview/deliberation at the Office of the ASDS on September 27, 2015 at 10:00 a.m.

Only the qualified applicants who can attend the interview/deliberation of the above schedule shall be included in the selection line-up.

The Personnel Selection Board (PSB) is composed of the following:

Chairman:

JEAN G. VELOSO

Assistant Schools Division Superintendent

Members:

BERNADETTE P. SAMACO

REYNALDO S. CABILLAN

Administrative Officer V

**DAPSCII** President

ERLINDA G. DAEL

RUDY O. MAGDUGO

CID Chief

SGOD Chief

JUDALINE D. MONTE

MARIO T. ARROYO

School Principal II

HRM Designate

Head of School where the vacancy exist

Secretariat:

CLARIBEL L. RODRIGUEZ

CHRISTINE H. CABIASA

Administrative Assistant VI

Administrative Aide VI

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

CHERRY MAE L. LIMBACO, Ph. D., CESO V Schools Division Superintendent

CLL/jgv
To be indicated in the <u>Perpetual Index</u>
Under the following subjects:

PERSONNEL

**SELECTION** 

**SCHOOLS**