



August 8, 2016

DIVISION MEMORANDUM

No. 336 s. 2016

CONDUCT OF SELECTION FOR SPECIAL EDUCATION TEACHER I

TO : ALL TEACHER III, II AND I
Both Elementary and Secondary
 This Division

1. This Office announces the Conduct of Selection for qualified applicants for Special Education Teacher I, this Division
2. The screening process shall abide with the guidelines stipulated in DepED Order No. 66, s. 2007, otherwise known as “The Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions.”
3. The following are the basic qualification per DepEd Order No. 93, s. 2010:

Position	Education	Experience	Training	Eligibility
Special Education Teacher I	Bachelor of Science in Elementary or Secondary Education plus 16 units in special education with 2 years of very satisfactory teaching experience in the regular schools; Bachelor of Science in Elementary or Secondary Education plus 14 units in special education with 4 years of very satisfactory experience in the regular schools; and Bachelor of Science in Elementary or Secondary Education plus 12 units in special education with 6 years of very satisfactory experience in the regular school.	None required	None required	RA 1080 (Teacher)

Furthermore, priority shall be given to teachers who have handled a SPED program for more than ten (10) years and still occupying Teacher I plantilla item.

4. Interested and applicants shall submit one folder of photocopied documents to the receiving section of the Office of the Schools Division Superintendent on or before the deadline on August 17, 2016, as follows:
 - 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. 66, s. 2007;
 - h. Omnibus certification of authenticity and veracity of all documents submitted; and
 - i. Certificate of no pending criminal, civil or administrative case.

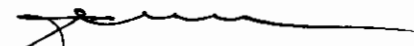
5. Certificate of participation to national/international training must be supported with a certified copy of the authority to travel/participate in said national/international training in order for the points of such documents be credited to the applicants points.
6. Additional documents submitted after the set deadline on August 17, 2016 shall never be accepted nor be given points during the actual process.
7. Applicants shall bring the original copies of the documents they have submitted for the interview/deliberation at the Office of the ASDS which schedule shall be announce later.
8. TEACHER APPLICANT WHOSE NAMES WERE LISTED IN THE REGISTRY OF QUALIFIED APPLICANTS FOR SY 2016-2017 NEED NOT APPLY.

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
Administrative Officer V | LYNNETH R. ABROGUEÑA
Principal III, PESPA President |
| | ERLINDA G. DAEL
CID Chief | RUDY O. MAGDUGO
SGOD Chief |
| | MA. ASUNCION G. RAFOLS
Principal I, MOPSTEA President | MARIO T. ARROYO
HRM Designate |
| Secretariat: | CLARIBEL L. RODRIGUEZ
Administrative Assistant III | |

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


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

CLL/jgv/mta
To be indicated in the Perpetual Index
Under the following subjects:

PERSONNEL

SELECTION

SPET1