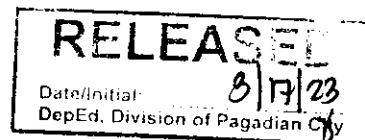




Republic of the Philippines
Department of Education
 Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY



Division Memorandum
 No. 57, s. 2023

March 17, 2023

TO : Chiefs of Functional Divisions
 Public Schools District Supervisors
 Division Office Personnel
 Other Personnel Concerned
 This Division

ANNOUNCEMENT OF VACANT POSITIONS IN DEPED PAGADIAN CITY DIVISION

1. DepEd, Pagadian City Division, San Jose District, Pagadian City invites qualified applicants for vacant positions stipulated below, to wit:

Master Teacher I (Php 46,725.00) for Science Subject with item number OSEC-DECSB-MTCHR1-570006-2015 for Zamboanga del Sur National High School.

CSC Prescribed Qualifications:
 Education : BSED with 18 MA units
 Experience : 3 years relevant experience
 Training : 24 hours of Relevant Training
 Eligibility : RA. 1080 (T)

Administrative Assistant III (Php 21,211.00) with item number OSEC-DECSB-ADAS3-570130-2014 Division Office.

CSC Prescribed Qualifications:
 Education : 2 years completion in college
 Experience : 1 year relevant experience
 Training : 8 hours of relevant training
 Eligibility : Sub. Prof

Administrative Assistant II (Php 19,744.00) with item number OSEC-DECSB-ADAS2-570033-2016 for Senior High School.

CSC Prescribed Qualifications:
 Education : 2 years completion in college
 Experience : 1 year relevant experience
 Training : 4 hours of relevant training
 Eligibility : Sub. Prof

2. The ranking criterion for this position will be pursuant to DepEd, Order 66, s. 2007 "Revised Guidelines on the Appointment and Promotion of Other Teaching Related Teaching and Non-teaching positions, DECS, Order 57, s. 1997 entitled "Further Implementation of the Career Progression System for Master Teachers and DepEd Order 66, s. 2007;

3. Interested qualified applicants regardless of age, gender, civil status, disability, religion, ethnicity or political affiliation, provided they meet the minimum requirement of the position are requested to submit personally the following requirements in 1 folder 1 copy per requirements at the Personnel Section for Division Office vacancies, Senior High School and Elementary vacancies or scanned copy through the official email hrm.pagadian@deped.gov.ph and please submit to the respective secondary schools for Secondary vacancies on or before March 27, 2023 subject for further evaluation and review by the Division HRMPSB;

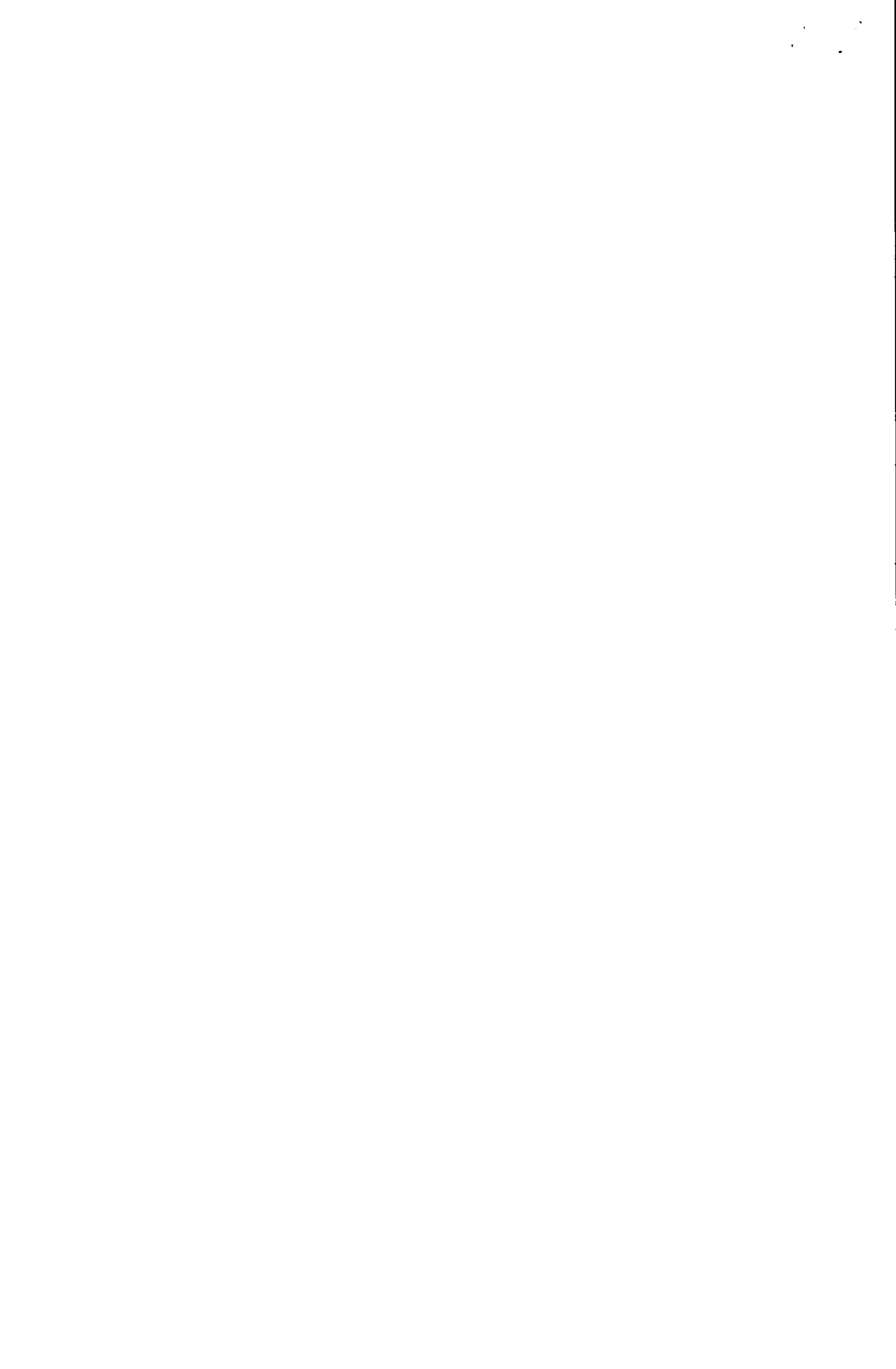
a. Letter of intent(addressed to the Head of Office), please include the position and its item number number with the corresponding station you are applying for;

Solrac/Vacant Positions
 HRMO-_____/March 17, 2023



Department of Education, Pagadian City Division, San Jose Heights, San Jose, Pagadian City

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- b. Fully accomplished Personal Data Sheet (CS Form No. 212 revised 2017);
- c. Authenticated copy of CSC eligibility, PRC eligibility and any other related eligibility;
- d. School authenticated copy of Transcript of Records;
- e. Certificate of employment, Contract of Service or duly signed Service Record, whichever is/are applicable;
- f. Photocopy of the Performance Ratings from previous or present employment for the the last 3 years;
- g. Photocopy of latest appointment (if applicable)
- h. Authenticated copy of Trainings and other outstanding accomplishments.

4. Please be informed that late submission of applications and lack of documentary requirements after the deadline will not be entertained by this Office.

For information and wide dissemination.


MA. LIZA R. TABILON, EdD, CESO-V
Schools Division Superintendent

Solrac/Vacant Positions
HRMO-____/March 17, 2023



Department of Education, Pagadian City Division, San Jose Heights, San Jose, Pagadian City



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