



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



Division Memorandum
 No. 137, s. 2024

April 19, 2024

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

CALL FOR APPLICATIONS FOR MASTER TEACHER II AND TEACHER-II POSITIONS

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

Master Teacher II (SG-19 – Basic Salary Php 51,357.00) with item number OSEC-DECSB-MTCHR2-570044-2022 for Elementary.

CSC Prescribed Qualifications:

- Education : BEED with 24 M.A. units
- Experience : 1 year as MT-1 or 4 years as T-III
- Training : 4 hours of relevant training
- Eligibility : RA 1080 (Teacher)

Job Description : Classroom teacher and provide technical assistance to co-teachers to improve their competencies, etc...

Teacher II (SG-12 – Basic Salary Php 29,165.00) with item number OSEC-DECSB-TCH2-573274-1998 for Elementary.

CSC Prescribed Qualifications:

- Education : BEED
- Experience : 1 year relevant experience
- Training : none required
- Eligibility : RA 1080 (Teacher)

Job Description : Classroom Teacher, etc...

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 and MEC 10, s. 1979 "Implementing Rules and Regulations for the System of Career Progression for Public School Teachers".

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 or scanned copy through the official email hrm.pagadian@deped.gov.ph on or before **April 29, 2024**;

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

Solrac/Vacant Positions
 HRMO-_____/April 19, 2024



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

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- b. Fully accomplished Personal Data Sheet duly signed by the person administering oath with recent passport-sized picture (CS Form No. 212, revised 2017) and work experience which can be downloaded at www.csc.gov.ph
 - 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 last 3 years;
 - g. Photocopy of latest appointment (if applicable)
 - h. Authenticated copy of trainings, recognition and other outstanding accomplishments
 - i. Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education and Application of Learning and Development reckoned from the date of latest issuance of appointment.
 - j. Application documents should be tab accordingly
 - k. Applicants are expected to:
 - Bring all original documents for verification purposes
 - Submit one set of documents for every position he/she is applying for; and
 - Submit pending requirements on or before the deadline of applications.
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.

LOURMA I. POCULAN, CESO VI
OIC-Schools Division Superintendent

Solrac/Vacant Positions
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