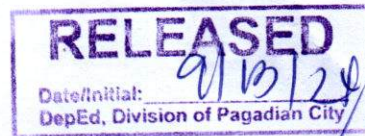




Republic of the Philippines  
**Department of Education**  
Region IX, Zamboanga Peninsula  
**DIVISION OF PAGADIAN CITY**



Division Memorandum  
No. 263, s. 2024

September 13, 2024

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

**CALL FOR APPLICATIONS FOR TEACHER III, TEACHER II ELEMENTARY AND TEACHER-III SECONDARY POSITIONS**

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

**Teacher III (SG-13 – Basic Salary Php 32,870.00) with item number OSEC-DECSB-TCH3-570664-2023 for Elementary.**

CSC Prescribed Qualifications:

Education : BEED  
Experience : 2 years relevant experience  
Training : none required  
Eligibility : RA 1080 (Teacher)

Job Description : Classroom Teacher, etc...

**Teacher III (SG-13 – Basic Salary Php 32,870.00) with item number OSEC-DECSB-TCH3-570547-2021 for Senior High School.**

CSC Prescribed Qualifications:

Education : Bachelor's degree with a major in the relevant/subject or any Bachelor's degree plus at least 12 units towards a Master's degree in relevant strand/subject  
Experience : 1 year of relevant teaching/industry work experience  
Training : 4 hours of training relevant to the subject area specialization  
Eligibility : RA 1080 (Teacher)

Job Description : Classroom Teacher, etc...

2. The ranking criterion for this positions 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".

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](mailto:hrm.pagadian@deped.gov.ph) on or before **September 23, 2024**;

Solrac/Vacant Positions  
HRMO-\_\_\_\_/September 13, 2024



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

[deped.pagadian.org](http://deped.pagadian.org) || [facebook.com/pagadian.division](https://facebook.com/pagadian.division) || [pagadian.city@deped.gov.ph](mailto:pagadian.city@deped.gov.ph)



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- 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;
  - 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](http://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.

**DANNY B. CORDOVA, EdD, CESO V**  
Schools Division Superintendent

Solrac/Vacant Positions  
HRMO-\_\_\_\_\_/September 13, 2024



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

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