



Republic of the Philippines
Department of Education

Region XII
City Schools Division of Tacurong

February 1, 2023

DIVISION MEMORANDUM
OSDS NO.: 22 s. 2023

ANNOUNCEMENT OF VACANCY FOR TEACHING POSITION

TO: Division Chiefs
Education Program Supervisors
Cluster Heads
Elementary and Secondary School Heads
All Others Concerned

1. This is to announce the existence of vacancies in this division:

1.1. One (1) Teacher II – SHS TVL-Track (OSEC-DECSB-TCH2-841384-2016),
Salary Grade 12, with annual compensation of Three Hundred Forty-Nine
Thousand Nine Hundred Eighty Pesos Only (Php 349, 980.00).

Qualification Standards for Teacher II:

Education: Bachelor's degree holder; or graduate of technical-vocational
course(s) in the area of specialization

Experience: None Required

Training: At least NC II + TMC I* appropriate to the specialization

Eligibility: RA 1080 (Teacher) Secondary; if not RA 1080 eligible, applicant
must pass the LET within 5 years after the date of first hiring;

2. The position is open to all qualified applicants regardless of gender, civil status, disability, religion, ethnicity, or political affirmation.

3. Aspirants to the above position are requested to submit their pertinent papers for promotion/appointment to wit:

- 3.1 Letter of intent addressed to the Head of Office, or to the highest human resource officer designated by the Head of Office
- 3.2 Duly accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) and Work Experience Sheet, if applicable
- 3.3 Photocopy of valid and updated PRC License/ID, if applicable
- 3.4 Photocopy of Certificate of Eligibility/Report of Rating, if applicable
- 3.5 Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available
- 3.6 Photocopy of Certificate/s of Training, if applicable
- 3.7 Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable
- 3.8 Photocopy of latest appointment, if applicable
- 3.9 Photocopy of the Performance Ratings in the last rating period(s) covering one (1) year performance prior to the assessment, if applicable



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-200-6316; 0919-065-6425
Email: tacurong.city@deped.gov.ph



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- 3.10 Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in Item No. 9 is not relevant to the position to be filled
- 3.11 Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment
- 3.12 Checklist of Requirements and Omnibus Certification/Waiver (Annex C)
- 3.13 Other documents as may be required
4. The deadline for submission of pertinent papers to this Office, is on **February 23, 2023**. No pertinent documents shall be accepted after the said date.
5. For immediate and widest dissemination.

MIGUEL P. FILLALAN JR., CESO VI
Schools Division Superintendent

Enclosure: None

References: D.O. No. 3, s. 2016

Allotment:

To be indicated in the Perpetual Index under the following subjects

<i>POSITIONS</i>	<i>QUALIFICATIONS</i>	<i>VACANCIES</i>
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ZBP/OSDS/DM - ANNOUNCEMENT OF VACANCIES FOR TEACHING POSITIONS/February 1, 2023



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