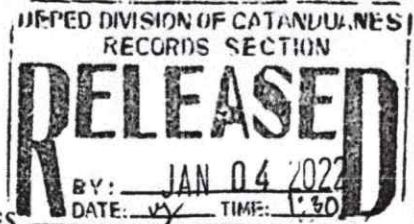





Republic of the Philippines  
**Department of Education**  
 REGION V  
 SCHOOLS DIVISION OFFICE OF CATANDUANES



**MEMORANDUM**  
 OSDS-UM-01-03-22/MBL

**TO :** Chiefs, CID & SGOD  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Elementary and Secondary School Heads/TICs  
 Human Resource Merit Promotion & Selection Board  
 All Other Concerned

**FROM :**   
**SUSAN S. COLLANO**  
 Assistant Schools Division Superintendent  
 OIC - Office of the Schools Division Superintendent

**SUBJECT: ANNOUNCEMENT OF VACANCY**

**DATE :** January 3, 2022

This is to announce the vacancy for **Teacher III (Academic Track)** position for **Senior High School**. All interested qualified applicants are advised to submit their pertinent documents for evaluation and ranking in accordance with the criteria as provided in DepEd Order No. 66, s. 2007.

The qualification standard for said position are as follows: (Reference: DepEd Order No. 27, s. 2016).

Position	Salary Grade	Level	Education	Experience	Training	Eligibility
Teacher III (Academic Track)	13	2	Bachelor's Degree with a major in the relevant strand/subject; or any Bachelor's Degree plus at least 12 units towards a Master's degree in relevant strand/subject	1 year of relevant teaching/industry work experience	4 hours of training relevant to the subject area specialization	* Applicants for a Permanent Position: RA 1080 (Teacher); If not RA 1080 Eligible, they must pass the LET within 5 years after the date of first hiring;  * Applicants for a contractual position: None Required  * Practitioners (Part-Time Only): None Required

This upholds Equal Employment Opportunity Principle: "that there shall be no discrimination in selection of employees on account of age, school, gender, civil status, disability, religion, ethnicity, social status, income class, paternity and filiation, political affiliation or other similar factors/personal circumstances which run counter to the principle of merit, fitness for the job and equal opportunity."

Interested qualified applicants shall submit document in one (1) folder (with tabbing, following the arrangement of the requirements as listed below) and should be stamped "received" at the Records Section and submit to Personnel Section on or before 5:00 pm of **JANUARY 10, 2022**. No application documents will be accepted after the deadline.

1. Letter of Intent
2. Omnibus Certification of Authenticity & Veracity of Documents duly notarized
3. Personal Data Sheet (CS Form 212, Revised 2017) together with the Work Experience Sheet
4. Transcript of Records/Special Order
5. Updated Service Record
6. Copy of previous appointment and/or Certificate of Employment (for private employees)
7. Certificate of In-Service Trainings/Seminars\*
8. Certificate of Eligibility, Board Rating and PRC License



Republic of the Philippines  
**Department of Education**  
REGION V  
SCHOOLS DIVISION OFFICE OF CATANDUANES

---

9. Performance Rating for the last three (3) rating periods
10. Outstanding Accomplishments\*
  - a. Outstanding Employee Award
  - b. Innovation
    - i. with permit to make innovation from appropriate office
    - ii. copy or write-up of the innovation/s
    - iii. report on outcome of innovation (if available)
  - c. Research & Development Projects
    - i. with permit to conduct research from appropriate office
    - ii. Copy of Research
    - iii. Report on outcome of research (if available)
  - d. Publication/Authorship
    - i. copy of the publication itself
    - ii. certification from the publisher
  - e. Consultant/Resource Speaker in Trainings/Seminars/Workshop/Symposium
    - i. Letter of invitation/memorandum/program of activities
    - ii. Certificate of recognition/commendation
12. Specialized Trainings (e.g. Scholarship Programs, Short Courses, Study Grants, if any)
13. Chair/Co-Chair in a technical/planning committee, if any\*
14. Other documents relevant to the position applied for

*\*In-service/Specialized trainings/seminars, outstanding accomplishments, and chairman/co-chairmanship in a technical planning committee gained effective last appointment*

Applicants should bring their original documents on the day of evaluation.

Schedule of assessment/evaluation will be announced in a separate memorandum.

Please be advised accordingly.