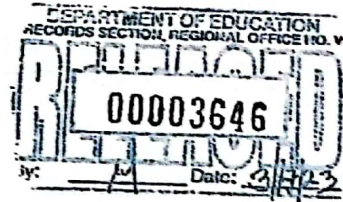





Republic of the Philippines
Department of Education
REGION V - BICOL



Office of the Regional Director

MEMORANDUM

TO : Schools Division Superintendents/OIC-SDS
Division/Section/Unit Chiefs of this Office
All Others Concerned

FROM : 
GILBERT T. SADSAD
Regional Director

SUBJECT : **COMPETENCY PROFILING OF THIRD LEVEL QUALIFIERS
FOR THE ASSISTANT SCHOOLS DIVISION
SUPERINTENDENT (ASDS) POSITION**

DATE : March 15, 2023

1. Please be informed that the Regional Search Committee (RSC) will conduct series of competency profiling activities to create a pool of prospective third level appointees/designates specifically for the Assistant Schools Division Superintendent (ASDS) position.
2. In view of the increasing number of passers along the four stages of CES eligibility examinations and the limited time within which to conduct the search, the profiling activity is open only to those employees/officials who have passed the Educational Management Test (EMT), have been conferred Career Executive Service (CES) Eligibility and those who are already in the third (Performance Validation) and fourth stage (Panel Interview) of the CES eligibility process.
3. In this connection, interested applicants are advised to submit the following documents to the Regional Director, Attn: Personnel Section not later than 5:00 PM of March 29, 2023.
 - a. Letter of Intent;
 - b. Accomplished Personal Data Sheet (CS Form 212, Revised 2017) together with the Work Experience Sheet;
 - c. Detailed Curriculum Vitae, including list and description of any qualifying examinations taken/passed, assignments in the past five (5) years, successful programs, projects and/or work processes initiated/led/accomplished, and relevant citations/awards received;
 - d. Certificates of Eligibility;
 - e. Updated Service Record;



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- f. Designation Order (if any);
- g. Significant Accomplishments;
- h. Transcript of Records;
- i. Performance evaluation records;
- j. Self-certification disclosing all administrative/civil/criminal charges, if there are any, together with the executive summary of pending cases, copies of complaints, counter-affidavits and other supporting documents; and
- k. Any other relevant documents.

4. For wide and immediate dissemination.

AD/PS/MATB
03/15/2023



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SCHOOLS DIVISION OFFICE OF CATANDUANES

June 05, 2023



TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/In-Charge of Districts
Elementary and Secondary School Heads
All Other Concerned

For widest dissemination *to* all concerned.


SOCORRO V. DELA ROSA, CESO V
Schools Division Superintendent