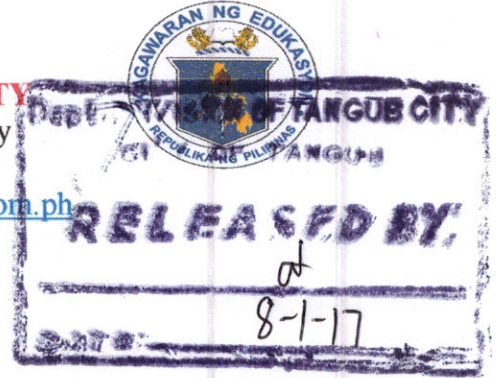


Republic of the Philippines
Department of Education
Region X
DIVISION OF TANGUB CITY
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DIVISION MEMORANDUM

No. 159, s. 2017

TO: Curriculum and Implementation Division
School Governance and Operations Division
Office of the Schools Division Superintendent
Secondary, Elementary Principals & Head Teachers

From: VICTORIA V. GAZO, Ph. D., CESO V
Schools Division Superintendent

SUBJECT: DIVISION RANKING TO OCCUPY A VACANT POSITION/ITEM

Date: August 1, 2017

1. Pursuant to DepED Order No. 117, s. 2010 entitled "Qualification Standards for the Position of Education Program Supervisor," a Division ranking will be open to qualified applicants to occupy a vacant Education Program Supervisor in Science and Special Programs position with the following qualifications, to wit:

Education: Master's Degree in Education or other relevant Master's Degree with specific area of specialization
Experience: 2 years as Principal
2 years as Head Teacher
2 years as Master Teacher
Training: 8 hours relevant training
Eligibility: RA 1080 (Teacher)

2. Interested qualified applicants are to submit the following to be earmarked as follows for easy identification and perusal:
 - a. Application Letter/ Personal Data Sheet/Resume
 - b. Certified xerox copy of Appointment
 - c. Certified xerox copy of Approved Performance Rating (last 3 years)
 - d. Updated Service Record
 - e. Outstanding Accomplishments
 - d.1 Outstanding Employee Award
 - d.2 Innovations
 - d.3 Research and Development Projects
 - d.4 Publication/Authorship
 - d.5 Consultant/Resource Speaker in Seminars/Workshops
 - f. Transcript of Records
 - g. Trainings/Seminars attended
3. Deadline of submission of pertinent papers will be on August 11, 2017
4. Only applicants who meet the minimum qualification of the said position will be notified for interview through a text message from this office cell # 0930-018-8966. It is advised that applicant shall indicate their current phone number in their application.
5. Immediate dissemination of this Memorandum is desired.