

Republic of the Philippines

Department of Education Region IV-A (CALABARZON)

Division of Cavite Trece Martires City, Cavite



May 9, 2018

DIVISION MEMORANDUM NO. ____3 1, s. 2018

CALL FOR APPLICATION FOR THE POSITIONS OF ELEMENTARY SCHOOL PRINCIPAL II AND ELEMENTARY SCHOOL PRINCIPAL III

OIC, Assistant Schools Division Superintendent TO: OIC, Office of the Assistant Schools Division Superintendent Chief, CID OIC, Chief - SGOD Education Program Supervisors Public Schools District Supervisors PSB - Chairman & Members All Other Concerned

1. This office announces the opening of application for the positions of Elementary School Principal III & Elementary School Principal II with the following Qualification Standards:

Elementary School Principal III (SG-21)

• Education: Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management

• Eligibility: RA 1080 (Teacher) Experience: 2 years as Principal

Training: 40 hours of relevant training

Elementary School Principal II (SG-20)

• Education: Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management

 Eligibility: RA 1080 (Teacher) Experience: 1 year as Principal

• Training: 40 hours of relevant training

2. Interested applicants should submit the scanned documents in CD saved in e-folder following the arrangement of documents specified in DepEd Order No. 42, s. 2007 for Elementary School Principal:

E-folder - A. Letter of Intent addressed to the Schools Division Superintendent

E-folder - B. Personal Data Sheet with picture

E-folder - C. Performance Rating - 3 consecutive years (if any)

E-folder - D. Experience - Service Record or Certificate of Employment

E-folder - E. Outstanding Accomplishments (if any)

1. Awards

2. Innovations

3. Research

4. Publication

Consultant/Resource Speakers in trainings/seminars

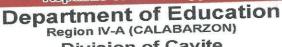
deped.cavite@deped.gov.ph

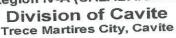
www.facebook.com/DivisionOfCaviteProvince

R depedcavite.com.ph

Republic of the Philippines









E-folder - F. Education and Trainings

1. Latest Transcript of Records

2. Certificates of Trainings attended

E-folder - G. Certificate of Eligibility

3. CD cover should be labelled with applicant's name, position desired and contact number. Likewise, all applicants should bring the hard copy documents during interview for validation.

4. Submit on or before May 24, 2018 (Thursday) at the Records Unit, Schools Division Office, Trece Martires City, Cavite

5. Posting and immediate dissemination of this Memorandum is desired.

CHERRYLOU D. DE MESA Schools Division Superintendent









Department of Education - Division of Cavite Province Request for Publication of Vacant Positions Republic of the Philippines

To: CIVIL SERVICE COMMISSION (CSC)

No.

Position Title

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SCHOOL PRINCIPAL II

SCHOOL PRINCIPAL II

SCHOOL PRINCIPAL II

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SCHOOL PRINCIPAL III

This is to request the publication of the following vacant positions of (Division of Cavite) in the CSC website:

Schools Division Superintendent CHERRYLOU D. DE MESA

Date May 09, 2018

OSEC-DECSB-SP2-270257-2010 OSEC-DECSB-SP2-270231-2010 OSEC-DECSB-SP2-270219-2010 OSEC-DECSB-SP3-270013-2011 Plantilla Item No. Salary/ Job/ Pay 2 20 20 20 Monthly 47,037.00 47,037.00 47,037.00 52,554.00 Salary Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management Bachelor's Degree in Elementary Education; or Bachelor's Degree in Elementary Education; or Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management Bachelor's Degree with 18 professional education units + 6 units of Management education units + 6 units of Management Bachelor's Degree with 18 professional Education 40 hours of relevant training Training Qualification Standards 2 years as Principal 1 year as Principal 1 year as Principal 1 year as Principal Experience RA 1080 (Teacher) / PBET, LET Eligibility Competency applicable) NA NA KA NA A Place of Assignment MILAGROSA ELEMENTARY SCHOOL BANCAAN ELEMENTARY SCHOOL SUNNY BROOKE ELEMENTARY SCHOOL BANCAL ELEMENTARY SCHOOL

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than May 24, 2018

- 2. Performance rating in the present position for one (1) year (if applicable); 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.
- 5. Please see attached Division Memorandum No. 📜 🗓 3 🖠 for additional requirements

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

OIC - Schools Division Superintendent
Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite CHERRYLOU D. DE MESA

Department of Education - Division of Cavite Province Request for Publication of Vacant Positions Republic of the Philippines

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Division of Cavite) in the CSC website:

Schools Division Superintendent CHERRYLOU D. DE MESA

Date:

May 09, 2018

			Salary/	Monthly		Qua	1	lification Standards		Qualification Standards (Competency)
	Position Title	Plantilla Item No.	Job/ Pay Grade	Monthly Salary	Education	Training		Experience	Eligibility	
	SCHOOL PRINCIPAL III	OSEC-DECSB-SP3-270013-2011	21	52,554.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training		2 years as Principal	2 years as Principal RA 1080 (Teacher) / PBET, LET	
	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270219-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training		1 year as Principal	1 year as Principal RA 1080 (Teacher) / PBET,	
-+	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270231-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 8 units of Management	40 hours of relevant training		1 year as Principal	1 year as Principal RA 1080 (Teacher) / PBET, LET	
4	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270257-2010	20	47,037.00	Bachelor's Degree in Elementary Education; on Bachelor's Degree with 18 professional education units + 6 units of Management	or 40 hours of relevant training		1 year as Principal	1 year as Principal RA 1030 (Teacher) / PBET, LET	

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than May 24, 2018.

Performance rating in the present position for one (1) year (if applicable): 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;

Photocopy of certificate of eligibility/rating/license; and

4. Photocopy of Transcript of Records.

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 Please see attached Division Memorandum No. 13 1 for additional requirements

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CHERRYLOU D. DE MESA

Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite OIC - Schools Division Superintendent

Republic of the Philippines Department of Education - Division of Cavite Province Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Division of Cavite) in the CSC website:

Date: Schools Division Superintendent May 09, 2018

				Monthly		_	Qualifi	Qualification Standards	Qualification Standards
No.	Position Title	Plantilla Item No.		Salary	Education	Training		Experience	Experience Eligibility
	SCHOOL PRINCIPAL III	OSEC-DECSB-SP3-270013-2011	21	52,554.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	aining	aining 2 years as Principal	
N	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270219-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	aining	aining 1 year as Principal	_
ω	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270231-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	training	training 1 year as Principal	
4	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270257-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	raining	1 year as Principal	

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- 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
- Performance rating in the present position for one (1) year (if applicable);
 Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.
- for additional requirements

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

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Capitol Compound, Brgy, Luciano, Trece Martires City, Cavite

Department of Education - Division of Cavite Province Request for Publication of Vacant Positions Republic of the Philippines

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Division of Cavite) in the CSC website:

Date: CARRYLOU D. DE MESA
Schools Division Superintendent May 09, 2018

558			Salary/	:		Qualif	Qualification Standards			
No.	Position Title	Plantilla Item No.	Job/ Pay Grade	Salary	Education	Training	Experience	Eligibility	Competency (if annlicable)	Place of Assignment
_	SCHOOL PRINCIPAL III	OSEC-DECSB-SP3-270013-2011	27	52,554.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	2 years as Principal	RA 1080 (Teacher) / PBET, LET	N/A	BANCAAN ELEMENTARY SCHOOL
N	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270219-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as Principal	RA 1080 (Teacher) / PBET, LET	N/A	MILAGROSA ELEMENTARY SCHOOL
ဖ	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270231-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as Principal	RA 1080 (Teacher) / PBET, LET	N/A	BANCAL ELEMENTARY SCHOOL
4	SCHOOL PRINCIPAL II	OSEC-DECSB-SP2-270257-2010	20	47,037.00	Bachelor's Degree in Elementary Education; or Bachelor's Degree with 18 professional education units + 6 units of Management	40 hours of relevant training	1 year as Principal	RA 1080 (Teacher) / PBET, LET	NIA	SUNNY BROOKE ELEMENTARY SCHOOL

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Photocopy of certificate of eligibility/rating/license; and

Photocopy of Transcript of Records.

5. Please see attached Division Memorandum No. 31 __ for additional requirements

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

CHERRYLOU D. DE MESA

OIC - Schools Division Superintendent

Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite

Republic of the Philippines Department of Education - Division of Cavite Province Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

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Schools Division Superintendent May 09, 2018

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CHERRYLOU D. DE MESA

OIC - Schools Division Superintendent

Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite depedcavite.personnel@deped.gov.ph