

Department of Education Region IV-A (CALABARZON)

Division of Cavite Trece Martires City, Cavite



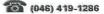
May 30, 2018

DIVISION MEMORANDUM NO. <u>159</u>, s. 2018

CALL FOR APPLICATION FOR THE POSITION OF **ELEMENTARY SCHOOL PRINCIPAL I**

TO: OIC. Assistant Schools Division Superintendent 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 position of Elementary School Principal with the following Qualification Standards:
 - Elementary School Principal I (SG-19)
 - 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: Head Teacher for 1 year; Teacher-in-Charge for 2 years; Master Teacher for 2 years; Teacher III for 5 years
 - 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
- 5. Consultant/Resource Speakers in trainings/seminars
- E-folder F. Education and Trainings
 - 1. Latest Transcript of Records
 - 2. Certificates of Trainings attended
- E-folder G. Certificate of Eligibility



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🙎 Capitol Compound, Brgy. Luciano, Trece Martires City Cavite 🔲 Text Hotline: 74442848 💮 depedcavite.com.ph



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- 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 June 13, 2018 (Wednesday) at the Records Unit, Schools Division Office, Trece Martires City, Cavite
- 5. Posting and immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR. Ed.D.

OIC-Assistant Schools Division Superintendent

CHERRYLOU D. DE MESA Schools Division Superintendent















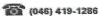
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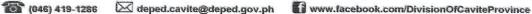
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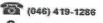
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4. Publication



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