



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

NOV 15 2023

DIVISION MEMORANDUM

No. 440, s. 2023

**CALL FOR APPLICATION FOR VACANT TEACHING POSITIONS IN SDO
BATAAN**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. This Office announces the **submission of pertinent papers** relative to the conduct of the **RANKING FOR VACANT TEACHING POSITIONS IN SDO BATAAN**, until November 24, 2023 at the Schools Division Office. The schedule and venue of the paper evaluation, behavioral event interviews, and examinations shall be announced later through an advisory.

Position Title (Parenthetical Title, if applicable)	Salary Grade	Place of Assignment
Teacher III	13	Abucay District
		Bonifacio Camacho National High School
Teacher II	12	E. C. Bernabe National High School
		Lamiao National High School

2. The qualification standards for the above-mentioned position is based on Civil Service Revised Qualification Standards are as follows:

POSITION TITLE	QUALIFICATION STANDARDS			
	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
TEACHER II	BEED or bachelor's degree plus 18 professional units in Education (Elementary); or BSED or Bachelor's Degree plus 18 professional units in Education with appropriate major (JHS)	1 year of relevant experience	None	RA 1080 (TEACHER) PBET/LET
TEACHER III	BEED or bachelor's degree plus 18 professional units in Education (Elementary); or BSED or Bachelor's Degree plus 18	2 years of relevant experience	None	RA 1080 (TEACHER) PBET/LET



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	professional units in Education with appropriate major (JHS)			
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3. The assessment for Teaching positions shall be based on ***DepEd Order No. 66, s. 2007*** titled ***Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions.***
4. All qualified applicants including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE) regardless of civil and economic status, religious and political affiliation are encouraged to apply and should signify their interest in writing.
5. Applicants shall submit one (1) copy of the following required documents enclosed in a brown expandable envelope:
 - 5.1 Letter of Intent addressed to the Schools Division Superintendent;
 - 5.2 Duly accomplished PDS (CS Form 212, Revised 2017) with Work Experience Sheet, if applicable;
 - 5.3 Valid and updated PRC License/ID, if applicable;
 - 5.4 Certificate of Eligibility/ Rating, if applicable;
 - 5.5 Scholastic/ academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/ degrees, if available;
 - 5.6 Certificate/s of Training, if applicable;
 - 5.7 Certificate/s of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
 - 5.8 Latest Appointment, if applicable and;
 - 5.9 Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authority and Veracity (CAV) of the documents submitted and Data Privacy Consent Form (Enclosure) notarized by authorized official.

Non-submission or late submission of the required documents shall disqualify the applicant from further participation in the ranking.

6. Other documents for the comparative assessment (Enclosure No. 3) based on DO 66, s. 2007 shall also be submitted. **Submission of additional documents after the deadline shall not be allowed.**
7. Teachers with expired licenses shall automatically be disqualified. Unclaimed licenses are considered expired.



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8. After initial evaluation, qualified applicants shall be notified **two (2) days prior to the conduct of ranking** via email or through SMS or call.
9. Qualified applicants shall bring the original copy of the documents/attachments and present these, as needed, to the HRMPSB during the paper evaluation.
10. Immediate and wide dissemination of and compliance to this Memorandum is desired.

CAROLINA S. VIOLETA, EdD, CESO VI
Schools Division Superintendent ↑

References:

DO No. 66, s. 2007

To be included in the Perpetual Index

Under the following:

TEACHERS

HIRING

SCHOOLS

QUALIFICATIONS