



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

DEC 12 2023

DIVISION MEMORANDUM
NO. 469, s.2023

CHANGES AND ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 465 S. 2023 "CALL FOR APPLICATIONS FOR VACANT TEACHING AND RELATED TEACHING POSITIONS IN SDO BATAAN"

To: Assistant Schools Division Superintendent
Public Schools District Supervisors
Public Elementary, Junior and Senior High School Heads
All Others Concerned

1. This Office announces **the extension in the submission of pertinent papers** relative to the conduct of the **RANKING OF QUALIFIED APPLICANTS FOR TEACHING AND RELATED TEACHING IN SDO BATAAN**, on December 15, 2023. Applicants for the following additional vacancies are also invited.

Position	Position Title (Parenthetical Title, if applicable)	Salary Grade	Place of Assignment
TEACHING	Teacher III (Elementary)	13	Orani District
	Teacher II (Elementary)	12	Orani District
	Teacher III (JHS)	13	Bonifacio Camacho National High School
	Teacher II – SPORTS (MAPEH)	12	Pablo Roman National High School

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

POSITION TITLE	QUALIFICATION STANDARDS			
	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
TEACHER III (Secondary)	Bachelor of Secondary Education (BSED) or Bachelor's Degree plus 18 professional units in Education with appropriate major	2 years relevant experience	None required	RA 1080 (Teacher) PBET /LET



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3. All other provisions stated in the said Memorandum remain in-effect.
4. Immediate and wide dissemination of this Memorandum is desired.

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

Encl.: as stated
References:
DO No. 66, s. 2007

To be included in the Perpetual Index
Under the following:
TEACHERS
HIRING
SCHOOLS
QUALIFICATIONS

AD28

CHECKLIST OF BASIC REQUIREMENTS

Name of Applicant: _____
Position Applied for: _____
Address: _____
Contact Number: _____
Religion: _____
Ethnicity: _____
Person with Disability: Yes () No ()



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Solo Parent: Yes () No ()

Basic Documentary Requirements		Status of Submission (To be filled out by applicant; Check if complied)	Verification (To be filled out by HRMO)	
			Status of Submission (Check if complied)	Remarks
a	Letter of intent			
b	CSC Form 212 (Revised 2017) in 2 copies with latest 2x2 picture			
c	Copy of Updated Eligibility			
d	Photocopy of the Performance Ratings in the last rating period(s) covering three(3) year performance prior to the assessment, if applicable			
e	Copy of rating (if teaching)			
f	Transcript of Records			
g	Certificate of Employment			
h	Certificate of Training			
i	Omnibus Certification of authenticity and veracity of all documents submitted, signed by the applicant (original copy)			

Verified by:

Signature Over Printed Name

OMNIBUS SWORN STATEMENT

CERTIFICATION OF AUTHENTICITY AND VERACITY

I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof.

DATA PRIVACY CONSENT

I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

Name and Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, year _____

Person Administering Oath

EVALUATION CHECKLIST
(for SPET I, Teacher II, Teacher III applicants)

Documents as contained in DepEd Order No. 66, s. 2007	Status of Submission	Verification (to be filled out by HRMO / Secretariat)
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"We Mould Heroes"





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	(to be filled out by the applicant; Check if submitted)	Status of Submission (check if complied)	Remarks
1. Performance Rating (IPCRF) SY 2022-2023 SY 2021-2022 SY 2020-2021			
2. Experience (Service Record)			
3. Outstanding Accomplishments			
a. Outstanding Employee Award			
b. Innovations			
c. Research and Development Projects			
d. Publications and Authorship			
e. Consultant or Resource Speaker or Facilitator in Trainings/ Seminars			
4. Education and Training			
1. Education (TOR and/or Certification from College/University Registrar			
2. Certificates of Training (duration of 3 or more days) in the Last 5 Years			

Applicant:

Verified by:

Signature over printed name

Signature over printed name