

Republic of the Philippines

Department of Education

REGION IX. ZAMBOANGA PENINSULA SCHOOLS DIVISION OF DAPITAN CITY

Office of the OIC-Asst. Schools Division Superintendent

Division Memorandum No. 471 s. 2022

To

: Chief, CID

Chief, SGOD

Education Program Supervisors Public Schools District Supervisors

Elementary and Secondary School Heads/Principal/TIC

All Others Concerned

This Division

From

: ROSALIO B. CONTURNO, JR. Ph.D.

OIC-Asst. Schools Division Superintendent

Chair, PSB 🗸

SUBJECT

: ANNOUNCEMENT OF THE OPENING FOR THE POSITION

OF PRINCIPAL I (ELEMENTARY AND SECONDARY) AND ASST.

SCHOOL PRINCIPAL II (SHS)

DATE

: NOVEMBER 15, 2022

1. Please be informed that the positions below is now open to all interested applicants regardless of age, gender, civil status, disability, religion, ethnicity or political affiliation provided that they meet the minimum CSC Requirements:

Vacant Position

: PRINCIPAL I (Secondary)

Item Number

: OSEC-DECSB-SP1-570967-2010 OSEC-DECSB-SP1-570962-2010 OSEC-DECSB-SP1-57069-2010

Salary Grade

:19

Education Requirements: Bachelor's degree in Secondary Education or

Bachelor's degree with 18 professional education units

Experience

: Head Teacher for 1 year; or Teacher-In-Charge for 2 Years or Master Teacher for 2 years or Teacher for 5

Eligibility

: PBET/LET/RA 1080 Teacher

Training Requirements

: 40 hours relevant training

Preference

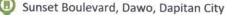
: NEAP PASSER

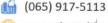


SOCOTEC



















Republic of the Philippines

Department of Education

Region IX, Zamboanga Peninsula SCHOOLS DIVISION OF DAPITAN CITY

Vacant Position

: PRINCIPAL I (Elementary)

Item Number

: OSEC-DECSB-SP1-570001-2014 OSEC-DECSB-SP1-570222-2010 OSEC-DECSB-SP1-570319-2010 OSEC-DECSB-SP1-570320-2010 OSEC-DECSB-SP1-570321-2010

OSEC-DECSB-SP1-570322-2010 OSEC-DECSB-SP1-570405-2010

Salary Grade

: 19

Education Requirements : Bachelor's degree in Elementary Education or

Bachelor's degree with 18 professional education units

Experience

: Head Teacher for 1 year; or Teacher-In-Charge for 2 Years or Master Teacher for 2 years or Teacher for 5

vears

Eligibility

: PBET/LET/RA 1080 Teacher Training Requirements : 40 hours relevant training

Preference

: NEAP PASSER

JOB DESCRIPTION:

To provide leadership, direction and co-ordination within the school. The focus should be to develop effective educational programs within his/her school and to promote the improvement of teaching and learning with his/her school.

Vacant Position

: ASSISTANT PRINCIPAL II (SHS)

Item Number

: OSEC-DECSB-ASP-570012-2016 OSEC-DECSB-ASP-570013-2016 OSEC-DECSB-ASP-570014-2016

Salary Grade

Education Requirements : Bachelor's degree in Secondary Education or

Bachelor's degree with 18 professional education units

Experience Eligibility

: 2 years of relevant experience : PBET/LET/RA 1080 Teacher

Training Requirements : 8 hours of relevant training Preference

: NEAP PASSER

JOB DESCRIPTION:

To assist the Principal in the administration of Senior High School programs so as to achieve the best possible opportunities for student growth and development, both educationally and personally.









(065) 917-5113

www.depeddapitancity.net







Republic of the Philippines

Department of Education

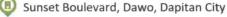
REGION IX, ZAMBOANGA PENINSULA SCHOOLS DIVISION OF DAPITAN CITY

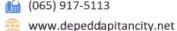
- 2. All interested qualified applicants and previous applicants may file their application through the Schools Division Superintendent, DepEd, Dapitan City, received at the Division Records unit, attached therewith the following documents, one (1) photocopy each to be fastened at the top of a plain white folder arranged as listed on or before **NOVEMBER 28, 2022.**
 - a. Letter of intent (addressed to the Head of Office) kindly include the position and its item number with the corresponding division/office, you are applying
 - b. Fully accomplished *Personal Data Sheet* with recent passport sized picture (CS Form No. 212, Revised 2017) and work experience which can be downloaded at;
 - c. One (1) photocopy of eligibility (for CSC Sub-Professional, Professional, and other related eligibility) or Authenticated PRC License with Documentary Stamp (for relevant position/s);
 - d. Curriculum Vitae
 - e. Photocopy of Transcript of Records
 - f. Certificate of Employment, Contract of Service or duly signed Service Record, whichever is/are applicable
 - g. Photocopy of Performance Ratings covering three (3) years performance in the last rating periods/s prior to assessment, if applicable
 - h. Certificates of recognition, seminars/trainings attended
 - i. Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in item letter "g" is not relevant to the position to be
 - j. Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education and Application of Learning and Development reckoned from the date of issuance of appointment,
- 3. Applicants are expected to:
 - Bring all original documents for verification purposes.
 - Submit one set of documents for every position he/she is applying for.
- 4. Please be informed that late submission of applications and lack of documentary requirements after the deadline shall not be entertained by this office.
- 5. DepEd Order No. 66, s. 2007 is the tool used in evaluating documents for teaching, non-teaching and related teaching positions while DepEd No. 42, s. 2007 is used for School Heads.
- 6. For information and dissemination.











(065) 917-5113





