



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
Schools Division of Tabuk City

Office of the Schools Division Superintendent
Division Memorandum

No. 252, s. 2021

September 20, 2021

SUBMISSION OF APPLICATION FOR TEACHER POSITION (SHS)

TO: ALL INTERESTED QUALIFIED APPLICANTS

1. This is to invite all interested **qualified applicants** to submit their application documents for **Teacher III** position (Vice Liclic, Michelle of KNHS/SHS). Submission of application is until **September 30, 2021**. Note that submission of documents will be at **KALINGA NATIONAL HIGH SCHOOL**.
2. All qualified applicants are welcome to apply regardless of gender, civil status, religion, regional background, and restrictions inability unless otherwise required.
3. The minimum Qualification Standard are as follows:

Position	Education	Training	Experience	Eligibility
Teacher III	For ACAD; Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 12 units towards Master's degree in relevant strand/subject For TVL; Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization	For ACAD; 4 hours of training relevant to the subject area of specialization For TVL; At least NC II + TMC I *Appropriate to the specialization	For ACAD; 1 year of relevant teaching/industry work experience TVL; 1 year of relevant teaching or 1 year of industry work experience	Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring

4. As to the arrangement of documents, please follow the following order (*in 3 folders*).
 - A. **Application Letter**
 - B. **Personal Data Sheet**
 - C. **Performance Rating (SY 2018-2019, SY 2019-2020 and SY 2020-2021)**
 - D. **Appointment/Service Record**
 - E. **Outstanding Accomplishments with MOVs**
 - a. **Award**
 - b. **Innovation**

