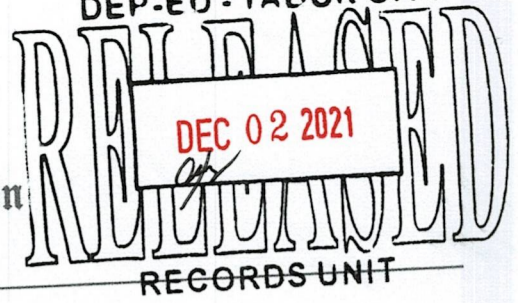




Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**Schools Division of Tabuk City**

DEP-ED - TABUK CITY



Office of the Schools Division Superintendent

**Division Memorandum**

No. 342, s. 2021

TO: **ALL INTERESTED APPLICANTS**

SUBJECT: **SUBMISSION OF APPLICATION FOR TEACHER III & II (Elementary)**

DATE: **December 1, 2021**

1. This is to invite all interested applicants to submit their application documents for **Teachers III & II** position (Vice Macusi, Gertrude of TCCS). Submission of application is extended until **December 10, 2021**. Submission of folders will be at **Tabuk City Central School, NTD 1**.
2. All qualified applicants are welcome to apply regardless of gender, civil status, religion, regional background, and restrictions in ability unless otherwise required.
3. The minimum Qualification Standard are as follows:

Position	Education	Training	Experience	Eligibility
Teacher III	BEED or Bachelor's degree plus 18 units professional units in education	None required	2 years relevant	RA 1080 (Teacher)
Teacher II	BEED or Bachelor's degree plus 18 units professional units in education	None required	1 year relevant	RA 1080 (Teacher)

4. As to the arrangement of documents, please follow the following order (*in 4 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**
    - c. **Research and Development Projects**
    - d. **Publication/Authorship**
    - e. **Consultant/Resource Speaker/ Facilitator/ Evaluator/ Writer/ Presenter/ Trainer in Trainings/Seminars/Workshops/Symposia**
  - F. **Education**
  - G. **Training with MOVs**



Address: BCS Compd., P2 Bulanao Norte, Tabuk City, Kalinga  
 Email: [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
 Website: <https://www.depedtabukcity.com>

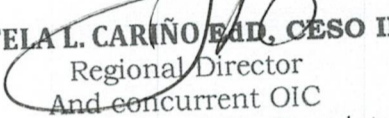


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*\*\*\*E & G must be during the latest position.*

5. Please refer to **Regional Memorandum No. 178, s. 2020** for the MOVs to be attached.
6. An **Omnibus Sworn Statement** (Form available at the school) shall be attached to the application stating that all documents submitted, and these documents are originally produced as an output of the performance of one's position description forms.
7. Submission of application and insertion of documents after the set deadline is not accepted.
8. For information and guidance.

  
**ESTELA L. CARIÑO EAD, CESO III**  
Regional Director  
And concurrent OIC

Office of the Schools Division Superintendent



**Address:** BCS Compd., P2 Bulanao Norte, Tabuk City, Kalinga  
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