



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



Office of the Schools Division Superintendent

Division Memorandum

No. 365, s. 2021

December 27, 2021

SUBMISSION OF APPLICATION FOR TEACHER POSITION (SECONDARY)

TO: ALL INTERESTED QUALIFIED APPLICANTS

1. This is to invite all interested **qualified applicants** to submit their application documents for **Teachers II** position (Vice Tamayao, Lea Queen M., KNHS). Submission of application is at Kalinga National High School until **January 5, 2022**.
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 II	For ACAD; Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a 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; None Required For TVL; At least NC II + TMC I *Appropriate to the specialization	For ACAD; None Required TVL; 6 months of relevant teaching or 6 months of industry work experience	<ul style="list-style-type: none"> • Regular applicants for a permanent position: RA 1080 (Teacher); if not, they must pass the LET within five (5) years of hiring • Regular applicants for a contractual position: None required

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**



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c. Research and Development Projects

d. Publication/Authorship

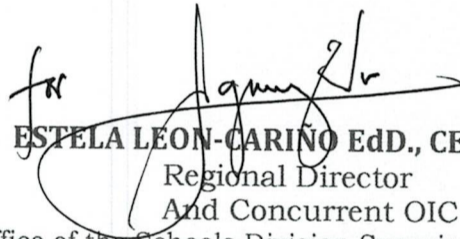
*e. Consultant/Resource Speaker/ Facilitator/ Evaluator/ Writer/ Presenter/ Trainer
in Trainings/Seminars/Workshops/Symposia*

F. Education

G. Training with MOVs

****E & G must be during the latest position (for promotion)*

5. Please refer to **Regional Memorandum No. 178, s. 2020** for the MOVs to be attached.
6. An **Omnibus Sworn Statement** (Annex A) Checklist of Requirements 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 LEON-CARIÑO EdD., CESO III
Regional Director
And Concurrent OIC

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