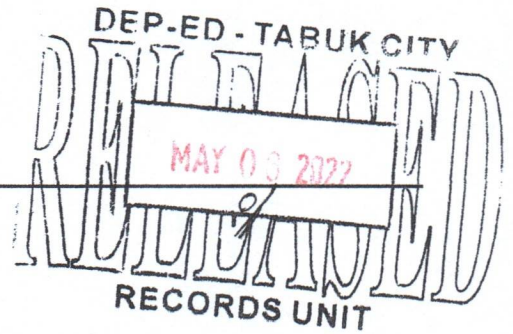




Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**Schools Division Office - Tabuk City**



**Office of the Schools Division Superintendent**

**Division Memorandum**

No. 147, s. 2022

**TO: ALL INTERESTED APPLICANTS**

**SUBJECT: SUBMISSION OF APPLICATION FOR MEDICAL OFFICER III**

**DATE: May 6, 2022**

1. This is to invite all interested **qualified applicants** to submit their application documents for **Medical Officer III** position. Submission of application is until **May 16, 2022 at SDO Tabuk City**.
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
Medical Officer III	Doctor of Medicine (preferably with MA in Public Health, Public Administration, Management, Health Education or relevant field)	None Require	None Require	RA 1080 (Physician's Licensure Exam)

4. As to the arrangement of documents, please follow the following order (*in 4 folders*).
  - A. **Application Letter**
  - B. **Personal Data Sheet with Work Experience Sheet**
  - C. **Performance Rating (3 rating period)**
  - 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**

*\*\*\*E & G must be during the latest position.*
5. Please refer to **Regional Memorandum No. 178, s. 2020** for the MOVs to be attached.



Address: BCS Compound, Purok 2, Bulanao Norte, Tabuk City, Kalinga  
 Contact numbers: 074-624-1619/ 074-624-1620  
 Email address: [tabuk.city@deped.gov.ph](mailto:tabuk.city@deped.gov.ph)  
 Website: <https://www.depedtabukcity.com>




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**Office of the Schools Division Superintendent**

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.

  
**IRENE S. ANGWAY PhD, CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge, Office of the Schools Division Superintendent



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