



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION



DEPARTMENT OF EDUCATION
RECEIVED

Regional Office No. 02 (Cagayan Valley)

DATE: 9-6-18
TIME: 11:00
BY: [Signature]
SCHOOLS DIVISION OF NUEVA VIZCAYA

ADVISORY

9-7-18
RECORDS SECTION

ANNOUNCEMENT OF VACANCIES IN THE DEPED REGIONAL OFFICE NO. II

The DepED Regional Office No. II is announcing a vacancy for the following position, viz:

<u>Position/Place of Assignment/Salary</u>	<u>Item No./SG</u>	<u>Education</u>	<u>Relevant Experience/s</u>	<u>Relevant Trainings</u>	<u>Eligibility</u>
Education Program Supervisor Quality Assurance Division P 58,717.00 per month	OSEC-DECSB-EP SVR-120064-2010 SG 22	Master's Degree in Education or other relevant Master's Degree	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher	8 hours of relevant training	PBET, Teacher

Interested applicants that meet the basic requirements may submit their letter of intent through email address: deped_region2_personnel@gmail.com and may hand in or send through courier their application portfolio, **properly labeled and with tabs, in five (5) copies, addressed to: The Regional Director, Department of Education, Regional Office No. 2, Regional Government Center, Carig, Tuguegarao City, Cagayan, not later than September 21, 2018 (Friday)** with the following order of supporting documents, viz:

1. Duly signed Letter of Intent;
2. Fully accomplished and duly subscribed Personal Data Sheet (PDS) CS Form No. 212 Revised 2017, including Work Experience Sheet with the recent passport-sized picture which can be downloaded at www.csc.gov.ph;
3. Photo copy of duly signed Performance Ratings (OPCR/IPCR) for the last three (3) rating periods, CY 2017 as the latest, from current/previous employer, if any;
4. Duly certified and updated Service Records/Certificate/s of Employment from current/previous employer/s, if any;
5. Proofs of Outstanding Accomplishments/Meritorious Accomplishments (if any);
 - Outstanding Employee Award/s (Certificate, Memo re: Conduct of the Search, Criteria for judging, other relevant documents regarding the search)
 - Innovations (Approval of the innovative project through channels, Abstract of the Project and Workplan conducted/implemented for a minimum of six-month period, Completion Report/Impact of the Workplan, MOVs)
 - Research and Development Projects (Approval thru channels, Research Proposal, Findings and Recommendations)
 - Publication/Authorship (educational articles (not news) published in newspapers/magazines of general circulation; books published with ISBN)
 - Consultancy/Resource Speakership in Trainings/Seminars (school/division/province/regional/national/international levels) with supporting documents (such as invitation, Approved Special Order/Travel Order, Training Matrix, etc.)

