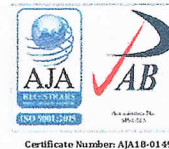




Republic of the Philippines
Department of Education
REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)
 Government Center, Candahug, Palo, Leyte
ISO 9001:2015 CERTIFIED



January 24, 2020

REGIONAL MEMORANDUM

No. **061**, s. 2020

**ANNOUNCEMENT OF ANTICIPATED VACANCY IN THIS OFFICE
 AND INVITATION TO APPLY**

To: Schools Division Superintendents
 Regional Office Personnel
 All Others Concerned

1. This is to announce the following anticipated vacancy in this Office:

<u>No of Vacancy</u>	<u>Position Title</u>	<u>Salary Grade</u>	<u>Assignment</u>
One (1)	Chief Education Supervisor	24	CLMD

2. Interested and qualified applicants regardless of gender, civil status, age, disability, ethnicity, religion, etc. are encouraged to apply and may submit their Letter of Intent supported with the following documents not later than **February 10, 2020**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Approved Performance Ratings for the last three (3) consecutive rating periods prior to screening (*for School Year: 2018-2019, 2017-2018, 2016-2017; for Calendar Year: 2019, 2018, 2017*) (1 copy of each rating period);
3. Authenticated copy of PRC license/CSC eligibility rating (1 copy);
4. Authenticated copy of Transcript of Records/Certification of Completion of Academic Requirements (CAR) issued by the President/School Head/Registrar of the concerned school (1 copy).
5. Updated Service Records (1 copy);
6. Copy of previously approved appointment (1 copy);
7. Authenticated copy of the Certificates of Awards, Appreciation, Recognition, etc. (1 copy of each certificate);



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8. Authenticated copy of the Certificates of Completion, Trainings, Participation, etc. *(Three (3) or more training activities participated in school, district, division, or region and one (1) national or international training activity participated for at least three (3) days each not credited during the last promotion or within 5 years whichever is later)* (1 copy of each certificate);
 9. Authorship of books, articles *(published in a journal/newspaper/magazine of wide circulation)*, research *(properly documented and implemented in schools, district, division, region)*, innovations *(innovative work plan properly documented, approved by immediate chief and attested by authorized regional/division official)* *(attach 1 copy each of the published book/article/copy of research/innovation which bears the name of the author/s)*, etc.
 10. Designation Orders; and other documents that have bearing in the evaluation.
3. Attached is a copy of the request for publication in the Civil Service Commission Website with the Qualification Standards of the said positions for reference.
 4. Failure to submit the Letter of Intent and the supporting documents on or before the deadline mentioned above would mean a waiver of the right to be included in the evaluation/ranking for the said positions.
 5. Qualified applicants shall be notified thru a letter, text or call on the schedule of screening/interview.
 6. Immediate dissemination of and strict compliance with this Memorandum are desired.


RAMIR B. UYTICO, Ed.D., CESO IV
Director IV

Enclosure: Request for Publication

References: DepEd Order No. 66, s. 2007; 2017 ORAOHRA; RA 7041

To be indicated in the Perpetual Index
under the following subjects:

ANNOUNCEMENT

ANTICIPATED VACANCY

INVITATION TO APPLY



LEAD, EMPOWER, AND ACHIEVE THROUGH DATA-DRIVEN DECISIONS
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Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF EDUCATION in the CSC website:

RAMIR B. UYTICO, Ed.D., CESO IV

Director IV

Date: 24-Jan-20

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Chief Education Supervisor	OSEC- DECSB-CES- 540006-1998	24	83406	Master's degree in Education or other relevant Master's degree	24 hours of training in management and supervision	4 years relevant experience involving management and supervision	RA 1080 (Teacher)	Technical: Management of Curriculum Implementation; Curriculum Development, Enrichment, and Localization; Learning Delivery; Learning Resources; Learning Outcomes Assessment; Special Curricular Programs and Support Activities; Technical Assistance; * Behavioral: Self Management (Personal and Interpersonal); * Attitude/Aptitude; * Communication, Thinking and Conceptual Skills	Curriculum and Learning Management Division

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than February 10, 2020.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph (3 copies);
2. Approved Performance rating for the last three (3) consecutive rating periods prior to screening (for School Year: 2018-2019, 2017-2018, 2016-2017; for Calendar Year: 2019, 2018, 2017 (1 copy of each rating period);
3. Authenticated copy of PRC license/CSC eligibility (3 copies);
4. Authenticated copy of Transcript of Records/Certification of Completion of Academic Requirements (CAR) issued by the President/School Head/Registrar of the concerned school (1 copy);
5. Updated Service Records, if any (1 copy);
6. Copy of previously approved appointment, if any (1 copy);
7. Authenticated copy of the Certificates of Awards, Appreciation, Recognition, etc. (1 copy of each certificate);
8. Authenticated copy of the Certificates of Completion, Trainings, Participation, etc. (Three (3) or more training activities participated in school, district, division, or region and one (1) national or international training activity participated for at least three (3) days each not credited during the last promotion or within 5 years, whichever is later (1 copy of each certificate);
9. Authorship of books, articles (published in a journal/newspaper/magazine of wide circulation), research (properly documented and implemented in schools, district, division, region, national), innovations (innovative work plan properly documented, approved by immediate chief and attested by authorized national/regional/division/school official (attach 1 copy each of the published book/article/copy of research/innovation which bears the name of the authors), etc.; and
10. Designation Orders; and other documents that have bearing in the evaluation.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

RAMIR B. UYTICO, Ed.D., CESO IV

Director IV

Department of Education, Regional

Office No. VIII, Government Center,

Candahug, Palo, Leyte 6501

region8@deped.gov.ph

NOTE: Applicants regardless of gender, civil status, age, disability, ethnicity, religion, etc. are encouraged to apply.