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Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

June 2, 2023

REGIONAL MEMORANDUM

No. **555**, 2023

**CALL FOR APPLICATIONS FOR ASSISTANT
REGIONAL DIRECTOR (ARD) POSITION**

To: Schools Division Superintendents
All Others Concerned

1. Attached is Memorandum dated May 23, 2023 with the subject: **Call for Applications for Assistant Regional Director (ARD) Position.**
2. In view thereof, all qualified officials are encouraged to submit the required documents through email at **3rdlevel@deped.gov.ph** on or before **09 June 2023** (Friday), 5:00PM.
3. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO IV
Regional Director 

Enclosure: As stated

Reference: As stated

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

APPLICATION
ASSISTANT REGIONAL DREICTOR
CALL
SUBMISSION



AD-PS-EDR



Address: Government Center, Candahug, Palo, Leyte

Telephone No.: (053) 832-5738

Email Address: region8@deped.gov.ph

Website: <https://region8.deped.gov.ph>



Republic of the Philippines
Department of Education
OPERATIONS



MEMORANDUM

TO : **ALL REGIONAL DIRECTORS**

FROM : *Escobedo*
Atty. REVSEE A. ESCOBEDO
Undersecretary for Operations

Jumamil-Mercado
GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : **Call for Applications for Assistant Regional Director (ARD) Position**

DATE : May 23, 2023



Pursuant to DepEd Memorandum No. 090, s. 2022, titled "Reconstituting the National Search Committee for Third Level Positions", this Office announces the acceptance of applicants for the **Assistant Regional Director (ARD)** position. Interested applicants are to be screened and **shall be recommended by the concerned Regional Directors**, taking their competence, integrity, and diligence into consideration. The minimum and preferred qualifications for the position are listed below:

CSC-PRESCRIBED QUALIFICATION STANDARDS

- Education** : Bachelor's Degree
- Experience** : Three (3) years supervisory experience
- Training** : None required
- Eligibility** : Career Executive Service Eligible/Office (CESE/CESO)
 Career Service Executive Eligible (CSEE)

PREFERRED QUALIFICATION STANDARDS

- Education** : Master's Degree
- Experience** : Five (5) years as full-fledged Schools Division Superintendent
- Training** : Forty (40) hours relevant supervisory/managerial training
- Eligibility** : Career Executive Service Officer V (CESO V)

PD_AJG/04172023

Ground Floor, Rizal Building, DepEd Complex, Meralco Avenue Pasig City 1600
 Email: oure@deped.gov.ph; Website: www.deped.gov.ph
 Tel. No. (02) 8622-5212; (02) 8621-8400

Licensure Examination for Teachers (LET) Passer
Performance: At least "Very Satisfactory" for the last three rating periods Career Executive Service Performance Evaluation System (CESPES)

Kindly submit your recommendations through email at 3rdlevel@deped.gov.ph on or before **09 June 2023 (Friday), 5:00 PM**, with the following supporting documents:

- a. Duly accomplished and updated Personal Data Sheet (CSC Form 212);
- b. Detailed Curriculum Vitae, including a list and description of any qualifying examinations, relevant trainings participated, projects and/or work processes initiated/led/accomplished, and relevant citations/awards received;
- c. Service Records;
- d. Certificate of Eligibility; and
- e. Performance Rating for the last two (2) rating periods (2021 and 2022)
 - CESPES ratings from Career Executive Service Board;
 - Office/Individual Performance Commitment and Review Form (OPCRF/IPCRF).

The Department of Education adheres to the existing general policy of no discrimination based on gender identity, sexual orientation, disabilities, religion, and/or indigenous group membership in the implementation of its Merit Selection Plan.

For questions and concerns, please contact Mr. Allan Gutierrez/Ms. Rhea Amor Cayapan at telephone 86336682/86339345 or email at 3rdlevel@deped.gov.ph.

For your guidance and appropriate action.