Republic of the Philippines
Department of Education
Central Visayas, Region VII
Province of Bohol
DIVISION OF CITY SCHOOLS
Tagbilaran City

January 4, 2019

DIVISION MEMORANDUM
No 065 s of 2019

RANKING OF TEACHING-RELATED AND NON-TEACHING POSITIONS

TO: All School Heads
Applicants
Others Concerned

1. This Office hereby announces the ranking for vacant Teaching-Related and Non-Teaching positions. Kindly refer to the herein information to wit;

POSITION TITLE & SALARY GRADE	EDUCATION REQUIREMENTS	EXPERIENCE REQUIREMENTS	TRAINING REQUIREMENTS	ELIGIBILITY REQUIREMENTS	NO. OF VACANCY
Medical Officer III [SG 21]	Doctor of Medicine	1 year of relevant experience	4 hours of relevant training	RA 1080 (Doctor of Medicine)	1
Education Program Specialist II (School Management M &E and Social Mobilization) (SG 16)	Bachelor's Degree in Education or its equivalent	2 years of experience in education research, development, or other relevant experience	4 hours of relevant training	Career Service (Professional) Appropriate Eligibility for Second level positions	1
Guidance Counselor II (Senior High School) (SG 12)	Bachelor's degree in Psychology/Behavioral Science or relevant degree in Education, including or supplemented by 9 units in Guidance and Counseling	1 year of relevant experience	4 hours of relevant training	RA 1080 (Professional) Second Level Eligibility	5
Administrative Assistant II [SG 8]	Bachelor's Degree in Accountancy/ Bachelor's Degree in Commerce/ Business Administration major in Accounting	I year relevant experience	4 hours of relevant training	Career Service (Sub-Professional) First Level Eligibility	4
Administrative Assistant III (SG 9)	Bachelor's Degree in Accountancy/ Bachelor's Degree in Commerce/ Business Administration major in Accounting	I year relevant experience	4 hours of relevant training	Career Service Sub-Professional	10

2. Kindly submit your pertinent documents for application from January 4 to January 15, 2019 to the Schools Division Office. For additional information, kindly refer to DepEd Order No. 66, s. 2007.

3. For information and guidance.

MARCELO K. PALISPIS, Ed.D.
OIC-Schools Division Superintendent