



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division  
Superintendent**

DIVISION MEMORANDUM

No. 133, s. 2023

April 11, 2023

**RANKING FOR THE POSITION OF  
CHIEF EDUCATION SUPERVISOR**

To: Human Resource Merit Promotion and Selection Board  
Public Elementary and Secondary School Heads  
Applicants  
Others Concerned

1. This Office hereby announces the ranking for position, to wit:

POSITION TITLE & SALARY GRADE	EDUCATION REQUIREMENTS	MINIMUM EXPERIENCE REQUIREMENTS	MINIMUM TRAINING REQUIREMENTS	ELIGIBILITY REQUIREMENTS	NO. OF VACANCY
<b>Chief Education Supervisor</b> <b>[SG 24]</b>	Master's degree in Education or other relevant Master's degree	4 years relevant experience in management and supervision	24 hours training in management and supervision	PBET/ LET/ Teacher (RA 1080)	1

2. Interested and qualified applicants should signify their interest in writing specifying the position applied for. Attach the following documents to the **application letter**:

- a) Fully accomplished Personal Data Sheet (PDS) with a recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded from [www.csc.gov.ph](http://www.csc.gov.ph);
- b) Performance rating for the last 3 periods (if applicable);
- c) Photocopy of Certificate of Eligibility/ Rating/ License/ ID;
- d) Photocopy of scholastic/academic records, such as but not limited to Transcript of Records (TOR) and Diploma;
- e) Photocopy of Service Record or Certificate of Employment, if applicable;
- f) Photocopy of Certificates of relevant Training; and
- g) Photocopy of certificates and/or proofs of outstanding accomplishments, if applicable

3. Kindly submit your pertinent documents inside a folder not later than **April 24, 2023**, to the **Office of the Schools Division Superintendent**. For additional information, kindly refer to DepEd Order No. 66, s. 2007.
4. Schedule of the interview will be announced later.
5. This ranking welcomes and gives equal employment opportunities to all. No applicant shall be discriminated against and/or denied access to opportunities for suitable employment. Interested and qualified applicants, regardless of gender, civil status, age, disability, ethnicity, and members of the Indigenous Communities, and those from any Sexual Orientation and Gender Identities and Expression (SOGIE) may apply.
6. For information and guidance.

  
**WILFREDA D. BONGALOS PhD CESO V**  
Schools Division Superintendent



**Address:** Dampas, Tagbilaran City, Bohol

**Telephone Nos.:** (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147

**Email Address:** tagbilarancity.division@deped.gov.ph