



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. *169*, s. 2023

May 11, 2023

**RANKING FOR THE POSITION OF
SENIOR HIGH SCHOOL TEACHER II (TVL – CAREGIVING)**

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

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

POSITION TITLE & SALARY GRADE	EDUCATION REQUIREMENTS	MINIMUM EXPERIENCE REQUIREMENTS	MINIMUM TRAINING REQUIREMENTS	ELIGIBILITY REQUIREMENTS	NO. OF VACANCY AND PLACE OF ASSIGNMENT
Teacher II (Senior High School – TVL Caregiving) [SG 12]	Bachelor's degree holder; or graduate of technical-vocational course(s) in Caregiving	None required	At least NC II in Caregiving + TMC I	For permanent appointment: RA 1080 (Teacher)	1 (Dr. Cecilio Putong National High School)

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

- Letter of intent addressed to the Schools Division Superintendent.
- CSC Form 212 (Revised 2017) with the latest 2x2 size ID picture.
- Certified photocopy of certificates of relevant specialized training, if any.
- Certified photocopy of Diploma on Baccalaureate degree.
- Certified photocopy of TOR with at least 15 units of specialization in relevant strand/ specialized subject.
- Certified photocopy of General Weighted Average.

- g) Certified photocopy of ratings obtained in the Licensure Examination for Teachers (LET)/ Professional Board Examination for Teachers (PBET);
- h) Certified photocopy of PRC ID card/ certificate of registration/ license;
- i) Certified photocopy of ratings obtained in the LET/ PBET;
- j) Certified photocopy of Voter's ID and/or any proof of residency;
- k) Certified photocopy of NBI Clearance;
- l) Photocopy of valid Technical Education and Skills Development Authority (**TESDA**) **National Certificate for Caregiving**; and
- m) Photocopy of Trainers Methodology Certificate (TMC), if available;
- n) Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant;

3. Kindly submit your pertinent documents inside a folder not later than **May 26, 2023** to the **Office of the Schools Division Superintendent**. For additional information, kindly refer to DepEd Order No. 3, s. 2016.

4. Schedule of the teaching demonstration 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



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**OMNIBUS CERTIFICATION OF AUTHENTICITY
AND VERACITY OF DOCUMENTS**

I, _____, Filipino, of legal age, and with permanent address at _____, under oath, hereby depose and state that:

1. Each of the documents submitted is an authentic and original copy or a true and faithful reproduction of the original, complete, and all statements and information provided therein are true and correct.
2. I am assuming full responsibility and accountability for the validity and authenticity of the documents submitted.
3. I am aware that any violation will automatically disqualify me from the selection process.
4. I am making these statements as part of the requirement for the Ranking of Teacher I applicants to the Department of Education Division of City Schools – Tagbilaran City.

Applicant's signature over printed name

Date

SUBSCRIBE AND SWORN to me this ____ day of _____, 2023, affiant exhibiting to me his/her Community Tax Certificate No. _____ issued on _____ at _____, Philippines.

NOTARY PUBLIC