



Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region III
DIVISION OF CITY SCHOOLS
 City of San Jose del Monte



website: www.depedcsjdm.webs.com / e-mail: deped_csjdm@yahoo.com / telefax: (044) 815-2815

August 10, 2016

DIVISION MEMORANDUM

No. 140 s. 2016

SCHEDULE OF OPEN RANKING FOR VACANT POSITION



TSR

To : Education Program Supervisors
 Public Schools District Supervisors
 Secondary School Principals / OICs
 All Others Concerned

1. This City Schools Division will conduct an open ranking on Wednesday, September 14, 2016, 9:00 a.m. at the Division Conference Room for the position of :

NO. OF VACANT POSITION	POSITION	QUALIFICATION STANDARDS
1	MASTER TEACHER I- SAPANG PALAY NHS (MATHEMATICS)	EXPERIENCE – 3 years relevant experience (Teacher III for at least 1 year) with demo teaching EDUCATION - Bachelor of Secondary Education (BSEd) or bachelor's degree plus 18 professional units in Education with appropriate major; and 18 units for a Master's degree in Education or its equivalent TRAINING : none required ELIGIBILITY : RA 1080

2. Interested applicants must submit personally to the HR Unit the following documents arranged chronologically as indicated below on or before Tuesday, August 23, 2016 for pre-evaluation. No other documents shall be accepted after the deadline. Please bring the original copy and other supporting documents on the day of the open ranking, to wit:
 - a. Application Letter
 - b. Sworn Statement that all documents submitted and presented are true and correct
 - c. Updated Personal Data Sheet
 - d. Duly signed Performance Rating for the last three (3) rating periods (PAST and IPCRF)
 - e. Service Record / Designation
 - f. Approved appointment of the incumbent
 - g. Proofs of leadership, potential and accomplishments per MEC Order No. 10 s. 1979
 - h. Transcript of Records (Master's or Doctoral Degree)
 - i. Certificate and supporting documents for Demo Teaching
3. Immediate and wide dissemination of this memorandum is desired.

GHPascual
GERMELINA H. PASCUAL, CESO V
 Schools Division Superintendent