



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



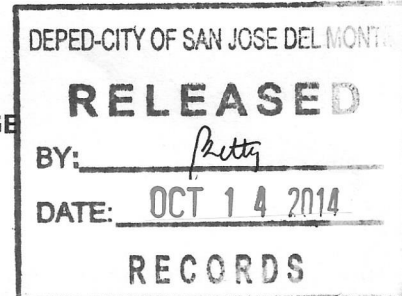
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October 13, 2014

DIVISION MEMORANDUM

No. 179 s. 2014

**SCHEDULE OF OPEN RANKING FOR OFFICER-IN-CHARGE
FOR RICAFORT ELEMENTARY SCHOOL**



To: All Education Program Supervisors
All District Supervisors
All Elementary School Principals/OICs/Head Teachers
All Teaching Personnel

1. Per DepEd Order No. 42 S. 2007 – ***"The Revised Guidelines on Selection, Promotion and Designation of School Heads"***, the City Schools Division will conduct an open ranking for Officer-In-Charge for Ricafort Elementary School on November 4, 2014 (Tuesday), 9:00 a.m. at the Division Office Conference Hall, San Ignacio St., Poblacion, City of San Jose del Monte, Bulacan.
2. Candidates must be a Teacher III/ Master Teacher I/ Master Teacher II/ Head Teacher I/ Head Teacher II/ Head Teacher III/ Head Teacher IV/ Head Teacher V/ Head Teacher VI with eight (8) hours of relevant training.
3. Candidates must submit certified true copies of the following documents on October 31, 2014 (Friday) for pre-evaluation and original copies during the open ranking:
 - a) Approved appointment of the incumbent
 - b) Designation letter duly signed by the Schools Division Superintendent and/ or Public Schools District Supervisor
 - c) Transcript of Records (Baccalaureate, Master's Degree or Doctorate, if any)
Certification of units earned, Masteral/Doctorate curriculum
 - d) Experience/ Outstanding Employee Award/ Innovations/ Research and Development Projects/ Publication/ Authorship/ Consultancy/ Resource Speakership
 - e) Performance Rating for the past three (3) rating period
 - f) Certificate of Seminars/ Training attended (regional/national)
4. Immediate and wide dissemination of this memorandum to all concerned is desired.


ESTELITA G. PINEDA, CESO V
Schools Division Superintendent

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"Collaborating with our Leaders, Caring for our Learners"

