



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

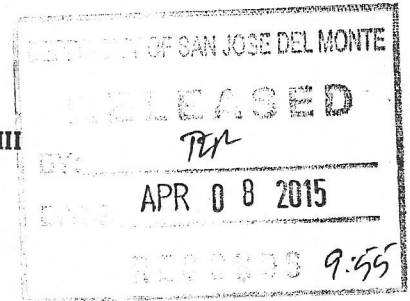
April 07, 2015

DIVISION MEMORANDUM

No. 57 s. 2015

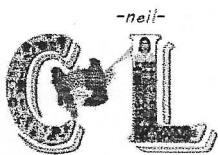
SCHEDULE OF OPEN RANKING FOR PLANNING OFFICER III

To : Education Program Supervisors/Coordinators
Public Schools District Supervisors
Elementary and Secondary School Principals/OIC's
Non-Teaching Personnel
All Other Concerned



1. Per DepEd Order No. 66 s. 2007- "**Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions**", this City Schools Division will conduct an open ranking for the vacant Planning Officer III position on Tuesday, April 28, 2015, 2:00 pm at Schools Division Office Conference Hall, San Ignacio St., Poblacion, City of San Jose del Monte, Bulacan.
2. Qualified candidates must have a Bachelors degree relevant to the job and must be a Career Service Professional (Second Level Eligibility), completed eight (8) hours of relevant training and two (2) years of relevant experience.
3. Interested applicants are required to submit a photocopy of the following documents arranged consecutively on Thursday, April 23, 2015 for pre-evaluation and original copy on the day of the open ranking:
 - a. Application Letter
 - b. Performance Rating for the last three (3) rating periods
 - c. Approved appointment of the incumbent
 - d. Service Record / Designation
 - e. Proofs of Outstanding Accomplishments per section C. of DepEd Order No. 66 s. 2007
 - f. Transcript of Records (Masteral or Doctoral Degree)
 - g. Certificate of Seminars/Training attended
 - h. Updated Personal Data Sheet
4. Immediate and wide dissemination of this memorandum is desired.

GHPascual
GERMELINA H. PASCUAL
Schools Division Superintendent



"Collaborating with our Leaders, Caring for our Learners"

