



DEPARTMENT OF EDUCATION
Region X- Northern Mindanao

DIVISION OF MALAYBALAY CITY

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Division Memorandum:

No. 116 s, 2014

FOR: The Secondary School Principal
All concern
Bukidnon National High School
This Division

FROM: *E. Oplenaria*
EDILBERTO L. OPLENARIA
Schools Division Superintendent

DATE: April 1, 2014

SUBJECT: **Ranking for the Bukidnon National High School - Head Teacher I position as
Department Head in TechVoc**

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DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: 04-03-2014 Time: 8:33 AM
[Signature]

Pleased be informed that application for BNHS-Head Teacher I position as Department Head in TechVoc is now open for all qualified applicants. Applicants should meet the herein qualification standards as stated in Deped Order no.39, s.2007 and Deped Order no.85s. 2003, to wit:

Education : Bachelor's Degree in Secondary Education or Bachelor's degree w/ 18 professional Education Units
Experience : HT for 1 year, or TIC for 2 years, or MT for 2 years or teacher for 5 years
Training : 24 hours of relevant training
Eligibility : RA 1080 (Teacher)

The following pertinent documents should be included to support the letter of application but not limited to the following:

1. CSC Form 212 (3 copies)
2. Transcript of Records
3. Eligibility - PRC Rating & License
4. Service Record
5. Performance rating of at least Very Satisfactory for the last (3) consecutive rating period or Outstanding for at least 2 consecutive rating period.
6. Certificates/Proofs of Outstanding Accomplishments, etc.

For more details on documents to be attached please refer to **Deped Order no. 66.s. 2007.**

All photocopied documents should be authenticated by the Administrative Officer; hence, the original copies of support documents should be brought to authenticate the photocopies.

Deadline for the submission of applications is on April 8, 2014. For more details see Ms. Novem A. Sescon, Human Resource Management Officer I.

Immediate and wide dissemination of this Memorandum is desired.