DIVISION MEMORANDUM
No. 189, s. 2019

TO: Assistant Schools Division Superintendent
    Chief Education Supervisors, CID and SGOD
    Public Secondary School Heads
    All Others Concerned

FROM: REBONFAMIL R. BAGUIO
    Schools Division Superintendent

DATE: June 10, 2019

RE: MERIT SELECTION AND COMPARATIVE ASSESSMENT FOR SECONDARY SCHOOL TEACHER II, ADMINISTRATIVE AIDE III AND ADMINISTRATIVE AIDE VI OF BUKIDNON NATIONAL HIGH SCHOOL

1. This is to inform the field that the Comparative Assessment for Secondary School Teacher II, Administrative Aide III, and Administrative Aide VI of Bukidnon National High School are now open to all qualified applicants/candidates. Interested applicants should meet the herein qualification standards as embodied in DepED Order No. 66, s. 2007 as follows:

<table>
<thead>
<tr>
<th>Position</th>
<th>Education</th>
<th>Experience</th>
<th>Training</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher II (SG 12)</td>
<td>Bachelor’s Degree in Secondary Education; or Bachelor’s Degree with 18 Prof.</td>
<td>1 year relevant experience</td>
<td>none required</td>
<td>RA1080 (Teacher)</td>
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<tr>
<td></td>
<td>Education Units</td>
<td></td>
<td></td>
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<tr>
<td>Administrative Aide III (SG 3)</td>
<td>Completion of 2 years studies in College</td>
<td>none required</td>
<td>none required</td>
<td>Career Service - Sub-Professional First level eligibility</td>
</tr>
</tbody>
</table>

Sayre Hi-way, Casisan, Malaybalay City
Telephone #: 088-314-0094, Tel.# 088-813-1246
Website: http://dedmalaybalay.net
Email: malaybalay.city@deded.gov.ph; depedmalaybalay@gmail.com
2. Qualified applicants are required to submit their letter of intent together with the support documents as enumerated below:

- CSC Form 212 (revised 2017);
- Transcript of Records;
- Eligibility – Certificate of Eligibility / PRC Rating and unexpired License;
- Performance Rating for the last three (3) years; (Numerical Rating)
  - for transferees and promotion, must be at least 1 year in the present position
- Updated Service Records;
- Certificate/s of Outstanding/Meritorious Accomplishment;
- Outstanding Employee Award;
- Innovations (Conceptualized an innovative work plan and properly documented and approved by immediate chief and attested by authorized regional/division official);
- Research and Development Projects;
- Publication/Authorship;
- Consultancy/Resource Speakership;
- Certificates of trainings attended not credited during the last promotion;
- Chairmanship/Co-chairmanship of a technical / planning committee;
- Omnibus certification as to authenticity and veracity of all documents submitted.

3. Deadline of submission will be on June 19, 2019. Queries relative to this can be relayed to Guia Ma. G. Villahermosa, Administrative Officer IV at 09177067745.

4. The schedule of screening and interview will be announced later.

Copy furnished:

Records Unit
Personnel Unit

TO BE POSTED ON THE WEBSITE