



Republic of the Philippines
Department of Education
Region X- Northern Mindanao
DIVISION OF MALAYBALAY CITY

DM-MA-10-363
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: OCT 22 2019 TIME: 11:30
BY: [Signature]

DIVISION MEMORANDUM

No. 363, s. 2019

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

FROM: **REBONFAMIL R. BAGUIO**
Schools Division Superintendent

DATE: October 16, 2019

RE: **MERIT SELECTION AND COMPARATIVE ASSESSMENT FOR
GUIDANCE COUNSELOR I AND GUIDANCE COUNSELOR II**

1. This Office announces the Merit Selection and Comparative Assessment for Guidance Counselor I and Guidance Counselor II of this Division. Interested applicants/candidates should meet the Qualification Standards provided in DepED Order No. 66, s. 2007:

Education	Experience	Training	Performance Rating
Masters in Guidance and Counseling	none required	none required	RA 1080 (Guidance Counselor)

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 atleast 1 year in the present position
- Updated Service Records;
- Certificate/s of Outstanding/Meritorious Accomplishment;
- Outstanding Employee Award;



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- 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. Documents submitted should have proper ear-tag.
4. Deadline of submission will be on **October 31st, 2019**. Queries relative to this can be relayed to Guia Ma. G. Villahermosa, Administrative Officer IV at 09177067745.
5. The schedule of screening and interview will be announced later.

Copy furnished:

Records Unit
Personnel Unit

TO BE POSTED IN THE WEBSITE