



Republic of the Philippines
Department of Education
 REGION X- NORTHERN MINDANAO
 DIVISION OF MALAYBALAY CITY

2021-40373

DM - 2021-10-534

DEPED MALAYBALAY CITY DIVISION

RELEASED

DATE: _____ TIME: 4:04 pm

BY: OCT 11 2021

DIVISION MEMORANDUM

No. 534, s. 2021

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

FROM:

VICTORIA V. GAZO, Ph.D., CESO V
 Schools Division Superintendent

DATE: September 21, 2021

**SUBJECT: ANNOUNCEMENT OF VACANCY FOR SPECIAL EDUCATION
 TEACHER III (SECONDARY)**

1. This Office announces the selection process of the vacant Special Education Teacher III (Secondary) in this Division. Applicants to the position should meet the herein qualification standards as embodied in DepED Order No. 5, s. 1998 to wit:

Position	Education	Experience	Training	Eligibility
Special Education Teacher III (Secondary) (SG 16)	Bachelor's Degree in Education with specialization in Special Education and must be an MA in SPED or its equivalent	3 years of actual teaching in SPED and VS Performance Ratings	None required	RA 1080 (Teacher)

2. Interested qualified applicants are required to submit the following pertinent documents *properly ear marked* to this Office on or before **October 20, 2021**.

- 2.1. Application letter addressed to the Schools Division Superintendent
- 2.2. Duly accomplished Personal Data Sheet (Revised 2017 form 212) with recent 2x2 picture attached
- 2.3. Copy of transcript of records
- 2.4. Eligibility – Certificate of Eligibility / PRC Rating and unexpired license
- 2.5. Performance Ratings for the last three (3) years (numerical)
- 2.6. Updated Service Records
- 2.7. Certificate/s of Outstanding/Meritorious Accomplishment;





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- a) Outstanding Employee Award;
 - b) Proof of Innovations (Conceptualized an innovative work plan and properly documented and approved by immediate chief and attested by authorized regional/division official;
 - c) Research and Development Projects;
 - d) Publication/Authorship;
 - e) Consultancy/Resource Speakership;
- 2.8. Certificates of trainings attended not credited during the last promotion;
 - 2.9. Proof of Chairmanship/Co-chairmanship of a technical / planning committee;
 - 2.10. Omnibus certification as to authenticity and veracity of all documents submitted.
3. Qualified applicants shall be notified on the date of interview which shall be on October 2021. They shall bring the original copy of their pertinent documents during the interview.
 4. Queries relative to this can be relayed to the Personnel Unit at 0907-688-9009.
 5. Immediate dissemination of this memorandum is desired.

Copy furnished:

Records Unit
Personnel Unit

TO BE POSTED ON THE WEBSITE

