



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

2023-741-2)

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 DEPED MALAYBALAY CITY DIVISION

**RELEASED**

MAY 26 2023 Time: 2:42

By: *[Signature]*

**DIVISION MEMORANDUM**

No. 193, s. 2023

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

**FROM:** *[Signature]* **CHERRY MAE L. LIMBACO-REYES**  
 Schools Division Superintendent

**DATE:** May 25, 2023

**SUBJECT: ANNOUNCEMENT OF VACANCIES FOR SENIOR HIGH SCHOOL  
 TEACHER II (PROMOTION)**

1. This Office announces to all Senior High School Teacher I hired last SY 2016-2021 that qualifies for selection process of the vacant Senior High School Teacher II in this Division. Applicants to the position should meet the herein qualification standards as embodied in DepED Order No. 27, s. 2016, No. 51, s. 2017 and the composition of HRMPSB is embodied in DepED Order No. 66, s. 2007 to wit:

Position	Education	Experience	Training	Eligibility
SHS Teacher II (SG12)	<b>Academic Track &amp; Core Subjects:</b> Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	<b>Academic Track &amp; Core Subjects:</b> none required	<b>Academic Track &amp; Core Subjects:</b> none required	Regular Applicants for a permanent position: RA 1080 (Teacher);  if not, they must pass the LET within five (5) years of hiring
	<b>Arts &amp; Design Track:</b> Bachelor's degree majoring in field(s) under the Track; or any Bachelor's degree plus 15 units of specialization in the relevant subject	<b>Arts &amp; Design Track:</b> 1 year relevant teaching/industry work experience	<b>Arts &amp; Design Track:</b> 4 hours of training relevant to the courses in the Track	
	<b>Sports Track:</b> Bachelor's degree majoring in field(s) under the Track; or any Bachelor's degree plus 15	<b>Sports Track:</b> 1 year relevant teaching/industry work experience	<b>Sports Track:</b> 4 hours of training relevant to the	



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City  
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	units of specialization in the fields under the Track		courses in the Strand	
	<b>TVL Track:</b> Bachelor's degree; or completion of technical-vocational course(s) in the area of specialization	<b>TVL Track:</b> 6 months of relevant teaching or 6 months of industry work experience	<b>TVL Track:</b> At least NC II + TMC I * <i>Appropriate to the specialization</i>	

2. Interested SHS Teacher I hired last SY 2016-2021 applicants are required to submit the following pertinent documents *properly ear marked* to this Office on or before **JUNE 9, 2023**.
  - 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;
    - 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 sometime on June 2023. They shall bring the original copy of their pertinent documents during the interview.
  
4. Queries relative to this can be relayed to Guia Ma. G. Villahermosa, Administrative Officer IV at 09177067745.
  
5. Immediate dissemination of this memorandum is desired.

Copy furnished:

Records Unit  
 Personnel Unit

TO BE POSTED ON THE WEBSITE



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