



2023-77867

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

DM-2023-07-270
DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE: 4 2023 Time: 2:56
By: *[Signature]*

DIVISION MEMORANDUM

No. 270, 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: July 21, 2023

**SUBJECT: ANNOUNCEMENT OF VACANCY FOR SPECIAL EDUCATION
TEACHER I (ELEMENTARY)**

1. This Office announces the selection process of the vacant Special Education Teacher I (Elementary) in this Division. Applicants to the position should meet the herein qualification standards as embodied in DepED Order No. 7, s. 2015 to wit:

Position	Education	Experience	Training	Eligibility
Special Education Teacher I (Elem.) (SG 14)	Bachelor of Science in Elem. Education / Bachelor of Science in Special Education with specialization in SPED-Undergrad; or	None	none	RA 1080 (Teacher)
	Bachelor of Science in Elem. Education / Bachelor of Science in Special Education with 18 units MA-SPED; or	3 years of actual teaching in SPED; VS Performance Rating	none	RA 1080 (Teacher)
	Bachelor of Science in Elem. Education / Bachelor of Science in Special Education with 15 units MA-SPED; or	4 years of actual teaching in SPED; VS Performance Rating	none	RA 1080 (Teacher)
	Bachelor of Science in Elem. Education / Bachelor of Science in Special Education with 12 units MA-SPED; or	5 years of actual teaching in SPED; VS Performance Rating	none	RA 1080 (Teacher)
	Bachelor of Science in Elem. Education / Bachelor of Secondary Education with 9 units MA-SPED; or	6 years of actual teaching in SPED; VS Performance Rating	none	RA 1080 (Teacher)
	Bachelor of Science in Elem. Education / Bachelor of Science in Special Education / Bachelor of Secondary Education	with teaching experience in SPED or Inclusive Setting VS Performance Rating	none	RA 1080 (Teacher)



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
Email Address: malaybalay.city@deped.gov.ph



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2. Interested qualified applicants are required to submit the following pertinent documents **properly ear marked** to this Office on or before **August 4, 2023**.
 - 2.1. Letter of intent addressed to the Schools Division Superintendent
 - 2.2. Duly accomplished PDS (CSC Form 212, Revised 2017) with recent 2x2 picture, with Work Experience Sheet;
 - 2.3. Photocopy of Certificate of Eligibility / Rating / License/ ID;
 - 2.4. Photocopy of scholastic/academic record, such as but not limited to Transcript of Records (TOR) and Diploma;
 - 2.5. Photocopy of Updated Service Record or Certificate of Employment, if applicable;
 - 2.6. Performance Ratings covering for one (1) year performance, if applicable;
 - 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. This Office adheres to the Principles of Merit and Fitness and to the Equal Employment Opportunity Principle (EEOP). It ensures no discrimination in the selection of its employees provided Qualification Standards set by the CSC and DepED are met. Thus, all applications regardless of applicant's age, sex, sexual orientation, gender identity, civil status, ethnicity, religion, disability, or political affiliation are treated with respect and equity.
4. Qualified applicants shall be notified on the date of interview which shall be on August 2023. They shall bring the original copy of their pertinent documents during the interview.
5. Queries relative to this can be relayed to the Personnel Unit at 0907-688-9009.
6. Immediate dissemination of this memorandum is desired.

Copy furnished:

Records Unit
Personnel Unit

TO BE POSTED ON THE WEBSITE



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