



DIVISION OF NORTHERN SAMAR

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DIVISION MEMORANDUM

January 11, 2021

No. 018 s.2021

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Elementary/Secondary School Heads
Sections Heads
All Others Concerned

From: **DR. GORGONIO G. DIAZ JR., CESO V**
Schools Division Superintendent

SUBJECT: **Screening, Selection and Evaluation of Applicants for Head Vacant Position @ Eladio T Balite Memorial School of Fisheries**

1. This Office hereby announces the acceptance of application for the following vacant position, this will start on **January 20, 2021**.

- 1.1 (2) Head Teacher II
- 1.2 (1) Head Teacher III
- 1.3 (1) Head Teacher VI

2. DepEd provides equal opportunity for employment/promotion among Persons with disabilities, (PWDs) hence, they are encouraged to apply.

3. Applicants must meet the following Qualification Standards;

Position Title	Salary Grade	Educational Requirement	Experience Requirement	Training Requirement	Eligibility
Head Teacher II	15	BEED/BSE Or its equivalent or Bachelors degree w/ 18 professional education units	1 year as Head Teacher	8 hours of relevant training	RA 1080
Head Teacher III	16	BEED/BSE Or its equivalent or Bachelors degree w/ 18 professional education units	2 years as Head Teacher	8 hours of relevant training	RA 1080
Head Teacher VI	19	BEED/BSE Or its equivalent or Bachelors degree w/ 18 professional education units	5 years as Head Teacher	8 hours of relevant training	RA 1080

4. Applicants shall submit two (2) copies the documentary requirements **original/authenticated and 1 photocopied** from the original to the Division Human Resource Secretariat/Office of the Assistant Schools Division Superintendent properly and **STRICTLY** arranged in the following order:

- a. Application letter addressed to the office of the Schools Division Superintendent, stating the position applied for
- b. CSC Form 212 (revised 2017) properly and completely filled-up with the latest passport picture

