



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON
Capitol Compound, Sorsogon



August 14, 2019

DIVISION MEMORANDUM

No. 156, s. 2019

DELIBERATION/RANKING FOR THE UPCOMING VACANCIES OF HEAD TEACHERS I, II & III AND PRINCIPALS I, II & III POSITIONS IN THE ELEMENTARY

TO: Division Personnel Selection Board
Public School District Supervisors
Elementary School Principals
All Others Concerned

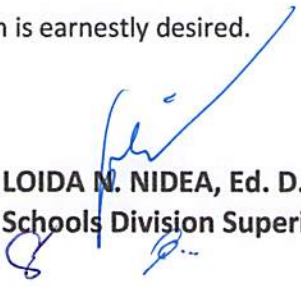
1. This is to announce to all concerned that the schedule for deliberation/ranking for the upcoming vacancies of the following positions are as follows:

Head Teachers I, II & III - August 29 and 30, 2019
Principals I, II & III - September 2 and 3, 2019

2. The minimum qualifications for the aforementioned positions are stated below:

POSITION	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
School Principal I	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units	Head Teacher for 1 year; or Teacher-In-Charge for 2 years; or Master Teacher for 2 years; or Teacher for 5 years	40 hours of relevant training	RA 1080
School Principal II	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units plus 6 units of Management	1 year as Principal	40 hours of relevant training	RA 1080
School Principal III	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units plus 6 units of Management	2 years as Principal	40 hours of relevant training	RA 1080
Head Teacher I	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units	Teacher-In-Charge for 1 year; or Teacher for 3 years	24 hours of relevant training	RA 1080
Head Teacher II	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units	Head Teacher for 1 year; or Teacher-In-Charge for 1 year; or Teacher for 4 years	24 hours of relevant training	RA 1080
Head Teacher III	Bachelor's degree in Elementary Education; or Bachelor's degree with 18 professional education units	Head Teacher for 2 years; or Teacher-In-Charge for 2 years; or Teacher for 5 years	24 hours of relevant training	RA 1080

3. All interested applicants are requested to submit two sealed envelopes. The **first envelope** is for **pre-assessment** and the **second envelope** is for **ranking** purposes. Both envelopes should include among others the **Copy of PRC License; Transcript of Records and/or certification of units earned in Masteral Studies particularly in management; Service Record; and Certificates of Trainings.**
4. For guidance, additional reference and basis for the criterion and computation of points, all concerned are enjoined to refer to **Deped Order No. 42, s. 2007.**
5. The deadline of submission for Head Teacher applicants is on August 22, 2019 and on August 23, 2019 for School Principal applicants in order to give ample time for the HRMO to pre-assess the documents. **No additional documents shall be accepted after the deadline.**
6. The venue for the deliberation will be at the Division Conference Hall from 8:00 AM to 5:00 PM.
7. Expenses relevant to the conduct of this activity shall be charged to the Division MOOE/Local Funds subject to the usual accounting and auditing rules.
8. Immediate and wide dissemination of this memorandum is earnestly desired.


LOIDA N. NIDEA, Ed. D., CESOV
Schools Division Superintendent