



Republic of the Philippine
Department of Education

Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

RELEASED
JAN 26 2022
DEPED-ABRA TIME 11:43

DIVISION MEMORANDUM
No. 017 s. 2022

January 25, 2022

SUBMISSION OF APPLICATION FOR HEAD TEACHER POSITIONS

**To: Public Schools District Supervisors
Public Elementary/Secondary School Heads/Principals
All Interested and Qualified Applicants**

- The Schools Division Office through the Human Resource Merit Promotion and Selection Board (HRMPSB) announces the submission of applications of interested qualified applicants for the following positions.

Position	Plantilla Item No.	SG	Monthly Salary	Qualification standards			Eligibility	Place of Assignment
				Education	Training	Experience		
Head Teacher VI	OSEC-DECSB-HTEACH6-90014-2008	19	48,313	BSE or Bachelor's Degree with 18 prof. educ. Units with appropriate field of Specialization	24 hrs. relevant training	HT for 5 years or MT for 4 years	TR./PBET/LET/RA 1080	Abra High School
Head Teacher VI	OSEC-DECSB-HTEACH6-90004-2010	19	48,313	BSE or Bachelor's Degree with 18 prof. educ. Units with appropriate field of Specialization	24 hrs. relevant training	HT for 5 years or MT for 4 years	TR./PBET/LET/RA 1080	Abra High School
Head Teacher III	HTEACH3-90002-2005	16	36,628	BEED or its equivalent with 18 prof. educ. Units	24 hrs. relevant training	HT for 2 years, TIC for 2 years, Tr. For 5 years	TR./PBET/LET/RA 1080	Tiempo NHS

- All interested applicants regardless of gender, sexual orientation, civil status, religion, disability, ethnicity or political affiliation are required to submit application letter together with complete documents on or before **February 04, 2022** at DepEd Abra Schools Division Office through the HRMO and to be received at the records section window 2 . All applications received beyond the deadline will not be accepted.
- The following **required documents should be placed in three (3) separate folders (1 original copy and 2 photocopies)** which should be properly arranged and labeled following the sequence as hereunder presented as follows:

	DOCUMENTS/CRITERIA	MEANS OF VERIFICATION/REQUIRED DOCUMENTS
A	Application Letter stating the position/s to be applied	
B	Updated Personal Data Sheet	



Address: Actividad-Economia St., Zone 2, Bangued, Abra
Telephone No.: (074)614-6918
Website: <http://www.depedabra.com>
e-mail: abra@depd.gov.ph



ISO 9001:2015 Certified
Quality Management System
CRN 50500994 QM15



Republic of the Philippines
Department of Education

Cordillera Administrative Region
SCHOOLS DIVISION OFFICE OF ABRA

C	Performance Rating	<ul style="list-style-type: none">Performance rating for the last 3 rating periods which should be at least Very Satisfactory (VS)
D	Experience	Updated Service Record/ Certificate of Employment
E	Outstanding Accomplishments (Meritorious Accomplishments)	<ul style="list-style-type: none">Certificate of Recognition as Outstanding EmployeeCertificate of Recognition for any Innovations ConductedCopy of Research and Development ProjectsCertificate of Recognition as to Publication/AuthorshipCertificate of Recognition as Consultant/Resource Speaker in trainings or seminars
F	Education	Official Transcript of Records (OTR)
G	Training	Certificate of Participation to Training Activities, Scholarship Programs, Study Grants, etc.
H	Eligibility	Certificate of Eligibility/rating/license
I	Others	

- For inquiries or clarifications, please feel free to contact Ms. Gemma B. Cabutaje, HRMO at 0965-516-9360.
- Immediate dissemination of this memorandum is desired.

BENILDA M. DAYTACA EdD, CESO VI
Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

Handwritten initials: P and JS

OSDS/personnel/GBC/Loudy



Address: Actividad-Economia St., Zone 2, Bangued, Abra
Telephone No.: (074)614-6918
Website: <http://www.depedabra.com>
e-mail: abra@deped.gov.ph



ISO 9001:2015 Certified
Quality Management System
CRN 50500994 QM15