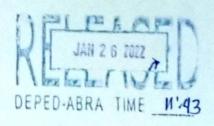


## Republic of the Philippine

# Department of Education

Cordillera Administrative Region SCHOOLS DIVISION OFFICE OF ABRA



January 25, 2022

DIVISION MEMORANDUM No. 017 s. 2022

#### SUBMISSION OF APPLICATION FOR HEAD TEACHER POSITIONS

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

1. 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		Qualification standards				
			Monthly Salary	Education	Training	Experience	Eligibility	Place of Assignment
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, 2. religion, disability, ethnicity or political affiliation are required to submit together with complete documents on or before application letter 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 3. folders (1 original copy and 2 photocopies) which should be properly arranged and labeled following the sequence as hereunder presented as follows:

MEANS OF VERIFICATION/REQUIRED DOCUMENTS DOCUMENTS/CRITERIA Application Letter stating the position/s to be applied A 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@deped.gov.ph



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C	Performance Rating	<ul> <li>Performance rating for the last 3 rating periods which should be at least Very Satisfactory (VS)</li> </ul>
D	Experience	Updated Service Record/ Certificate of Employment
10	Outstanding Accomplishments (Meritorious Accomplishments)	<ul> <li>Certificate of Recognition as Outstanding Employee</li> <li>Certificate of Recognition for any Innovations Conducted</li> <li>Copy of Research and Development Projects</li> <li>Certificate of Recognition as to Publication/Authorship</li> <li>Certificate of Recognition as Consultant/Resource Speaker in trainings or seminars</li> </ul>
F,	Education	Official Transcript of Records (OTR)
G	Training	Certificate of Participation to Training Activities, Scholarship Programs, Study Grants, etc.
Н	Eligibility	Certificate of Eligibility/rating/license
1	Others	

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

BENILDA M. DAYTACA Edd, CESO VI

Assistant Schools Division Superintendent OIC-Office of the Schools Division Superintendent

OSDS/personnel/GBC/Loudy



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