



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF ABRA

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May 10, 2022

DIVISION MEMORANDUM
 No. 131 s. 2022

SUBMISSION OF APPLICATION FOR VARIOUS POSITIONS

**To: Public Schools District Supervisors
 Public Elementary/Secondary School Heads
 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	Qualification standards			Eligibility	Place of Assignment	
			Monthly Salary	Education	Training			Experience
Chief Education Supervisor	CES-90014-2014	24	88,410	Master's Degree in Education or other relevant Master's Degree	24 hours training in management and supervision	4 years relevant experience in management and supervision	TR./PBET/LET/RA 1080	SDO (School Governance and Operations Division – Office of the Division Chief)
Public Schools District Supervisor	PSDS-90002-1998	22	69,963	Master's Degree in Education or other relevant Master's Degree	16 hours relevant training	5 years cumulative experience in instructional supervision and school management	TR./PBET/LET/RA 1080	Division Wide
School Principal I	SP1-90198-2010	19	49,835	BEED or its equivalent	None Required	HT for 1 yr.; TIC for 2 yrs.; MT for 2 yrs.; Teacher for 5 yrs.	TR./PBET/LET/RA 1080	Langiden District
School Principal I	SP1-90197-2010	19	49,835	BEED or its equivalent	None Required	HT for 1 yr.; TIC for 2 yrs.; MT for 2 yrs.; Teacher for 5 yrs.	TR./PBET/LET/RA 1080	San Juan District

- 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 **May 27, 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.



Address: Actividad-Economia St., Zone 2 (Consiliman), Bangued, Abra
 Telephone Nos.: (074) 614-6918
 Email Address: abra@deped.gov.ph
 Website: http://www.depedabra.com



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3. 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	
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 Employee Certificate of Recognition for any Innovations Conducted Copy of Research and Development Projects Certificate of Recognition as to Publication/Authorship Certificate 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	

4. 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. DAVTACA EdD, CESO V
Schools Division Superintendent

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OSDS/personnel/QBC/GMPT



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