



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

RELEASED
 30 JAN 2024
 DEPED-ABRA TIME 4:07

DATE: January 29, 2024

DIVISION MEMORANDUM

No. 048 s.2024

**SUBMISSION OF APPLICATION DOCUMENTS FOR THE POSITIONS OF
 TEACHER II (SENIOR HIGH SCHOOL)**

**To: The Human Resource Merit promotion and Selection Board (HRMPSB)
 Education Program Supervisors
 Public Schools District Supervisor
 Secondary School Heads/Principals
 All Interested and Qualified Permanent Teacher I Applicants of
 Secondary Schools**

1. The Schools Division Office through the Human Resource Merit Promotion and Selection Board (HRMPSB) announces the submission of applications of all interested and qualified **Permanent Teacher I applicants of Secondary Schools (Junior High School and Senior High School)** for the following positions:

TEACHER II (SHS) - 11 ITEMS

2. The minimum qualification standards are as follows:

Position	Plantilla Item No.	SG	Monthly Salary	Qualification standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
Teacher II	OSEC-DECSB-TCH2-90131-2017	12	29165	*Academic Track Bachelor's degree with a major in the relevant strand/subject, or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
Teacher II	OSEC-DECSB-TCH2-90117-2016	12	29165	*Academic Track Bachelor's degree with a major in the	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes,	Senior High School



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				relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject				Community Involvement & Professional Growth	
Teacher II	OSEC-DECSB-TCH2-90399-2017	12	29165	*Academic Track Bachelor's degree with a major in the relevant strand/subject, or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
Teacher II	OSEC-DECSB-TCH2-90401-2017	12	29165	*Academic Track Bachelor's degree with a major in the relevant strand/subject, or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
Teacher II	OSEC-DECSB-TCH2-90403-2017	12	29165	*Academic Track Bachelor's degree with a major in the relevant strand/subject, or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
Teacher II	OSEC-DECSB-TCH2-90405-2017	12	29165	*Academic Track Bachelor's degree with a major in the relevant	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community	Senior High School



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				strand/ subject, or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/ subject				Involvement & Professional Growth	
Teacher II	OSEC-DECSEB-TCH2-90406-2017	12	29165	*Academic Track Bachelor's degree with a major in the relevant strand/ subject, or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/ subject	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
Teacher II	OSEC-DECSEB-TCH2-90121-2016	12	29165	*Academic Track Bachelor's degree with a major in the relevant strand/ subject, or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/ subject	None required	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
Teacher II	OSEC-DECSEB-TCH2-90411-2017	12	29165	*TVL Track Bachelor's degree holder, or graduate of technical-vocational course (s) in the area of specialization	At least NC** II + TMC**1 *Appropriate to the specialization	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
Teacher II	OSEC-DECSEB-TCH2-90055-2019	12	29165	*TVL Track Bachelor's degree holder, or graduate of technical-vocational course (s) in the area of specialization	At least NC** II + TMC**1 *Appropriate to the specialization	None required	LET/PBET /RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School



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Teacher II	OSEC-DECSB-TCH2-90122-2016	12	29165	*TVL Track Bachelor's degree holder; or graduate of technical-vocational course (s) in the area of specialization	At least NC** II + TMC**1 *Appropriate to the specialization	None required	LET/PBET/RA 1080	Teacher-Learning Process, Student Outcomes, Community Involvement & Professional Growth	Senior High School
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3. 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 12, 2024** at the DepEd Schools Division Office of Abra through the HRMO and to be received at the records section. All applications received beyond **February 12, 2024** will not be accepted. Please be guided by the following timeline:

ACTIVITY	RESPONSIBLE PERSON	TIMELINE
a. Submission and Receipt of Application Documents	Applicants SDO-Records Section	January 29, 2024 – February 12, 2024
b. Initial Evaluation of the Qualification of Applicants	Personnel Section/HRMO	10 working days
c. Posting of Initial Evaluation Result	Personnel Section	15 calendar days
d. Conduct of Comparative Assessment of Applicants	HRMPSB	1 day
i. Finalization of Comparative Assessment Form	HRMPSB Secretariat	1 day
ii. Signing of CAF	HRMPSB	1 day
e. Submission of the duly signed Comparative Assessment Form to the Appointing Officer/Authority	ASDS	1 day



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4. As stipulated in the guidelines on recruitment, selection, and appointment under DepEd Order No. 066 s. 2007, the applicant shall submit the following documentary requirements and should be placed in **two (2) separate folders** (1 original copy and 1 photocopy) 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 and preferred school to apply	
B	Updated Personal Data Sheet	
C	Performance Rating	➤ Performance rating for the last 3 rating periods which should be at least <u>Very Satisfactory (VS)</u>
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/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	



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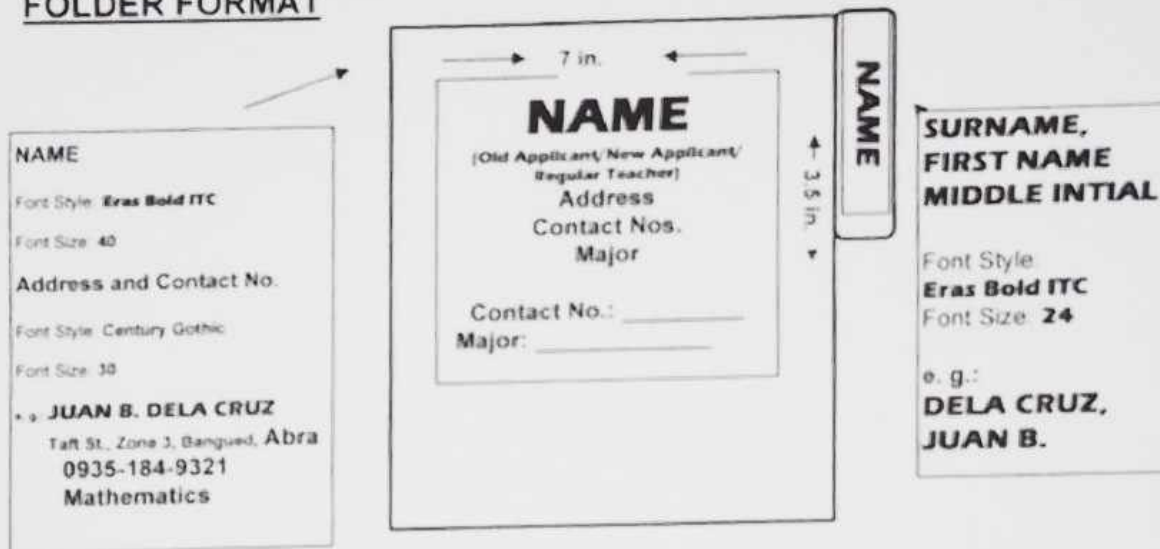
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5. To facilitate the process in evaluation and assessment of documents, the color of folders per track are as follows:

- a. HUMSS - **RED**
- b. ABM - **YELLOW**
- c. STEM - **BLUE**
- d. TVL - **GREEN**

6. Applicants should follow the format of the folder to better facilitate the process in evaluating and assessing of documents as follows:

FOLDER FORMAT



7. For inquiries or clarifications, please contact **Ms. Gemma B. Cabutaje, HRMO** at **0965-516-9360** at DepEd Division Office.

8. Immediate dissemination of this memorandum is desired.

AMADOR D. GARCIA SR., PhD, CESO VI
 Schools Division Superintendent *[Signature]*

MRBargas/OSDS/ASU



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