

Republic of the Philippines

Department of Education

Schools Division of Benguet

DIVISION MEMORANDUM NO. 293 __, s. 2021

TO:

All District Supervisors/Coordinating Principals

Elementary School Principals/MTs/HTs

All others concerned

DATE:

July 29, 2021

SUBJECT:

ANNOUNCING VACANT POSITIONS IN SDO BENGUET

Herewith are various positions which were published and posted dated July 28, 2021 to August 9, 2021 at the CSC website and other conspicuous places for information and guidance, viz:

- 1. Public Schools District Supervisor PSDS-90042-1998, SG 22 TBA
- 2. Public Schools District Supervisor- PSDS-90048-1998, SG 22 TBA
- 3. Education Program Supervisor EPSVR-90029-2010, SG 22 CID-ALS

The competency profile of the PSDS which is provided by the DepEd states that the PSDS position is "responsible for providing relevant and timely service to the schools and learning centers" through:

- The conduct of instructional supervision;
- Provision of TA in school management and curriculum implementation;
- Establishing a conducive physical environment for learners and school workers;
- Sustaining strong and harmonious partnerships and collaboration among stakeholders in order to improve access to and delivery of quality basic education.

Following are the National Competency-Based Standards for Education Program Supervisor:

- To provide Technical support in the full implementation of the articulated basic education curriculum for a subject area and the development of learning resource materials to suit the conditions and context of the locality;
- To provide technical assistance to the schools in curriculum implementation, instructional supervision and learning materials development and quality assurance.
- (When part of LR Design and Development Team, may be assigned as Instructional Design and Development Coordinator)

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Address: Wangal, La Trinidad, Benguet Telephone Number: (074) 422-6570 Email: benguet@deped.gov.ph Facebook Page: DepEd Tayo Benguet





DepEd-Benguet Division



Republic of the Philippines

Department of Education

Schools Division of Benguet

Interested applicants, regardless of sex, civil status, disability, religion, ethnicity, or political affiliation are advised to signify their intent in writing not later than **August 11**, **2021**, addressed to Gloria B. Buya-ao-Schools Division Superintendent, Stockfarm, Wangal, La Trinidad, Benguet. Documents to be submitted, arranged and labeled properly with ear tabs/tags, and fastened in a long folder (NOT CLEAR BOOK) are the following:

- 1. Fully accomplished Personal Data Sheet (PDS), with recent passport-size I.D., with printed name and signature (CS Form 212, revised 2017) downloadable at www.csc.gov.ph
- 2. Performance Rating for the last three (3) rating periods duly signed/approved;
- 3. Latest appointment;
- 4. Updated Service Records;
- 5. Certificates of Awards received, Innovations conducted, Researches conducted, Proofs of Published articles of wide circulation, Resource Speakership;
- 6. Certificates of Training/seminars/scholarships attended;
- 7. Proof of eligibility;
- 8. Photocopy of Official Transcript of Records. (OTR). Secure Certificate of Completion of Academic Requirements leading to Doctoral Degree from the school/university registrar, if any.

Applicants are required to prepare four (4) sets of documents: One folder containing the original copies to be brought by the applicant during his/her scheduled interview for verification purposes and three (3) folders containing photocopies for submission through the SDO Records Section on or before **August 11, 2021**. Please take note that additional documents for submission after the deadline will not be accepted/considered.

To comply with IATF protocols and guidelines, health protocols shall be adhered to by all transacting clients; wearing of face masks/shields, observing one-meter physical distancing at all times, washing and sanitizing of hands.

Dissemination of this Memorandum to the field is enjoined.

GLORIAB. BUYA-AO Schools Division Superintendent

To be indicated in the Perpetual Index Under the following subjects: PROMOTION

ASSESSMENT

OFFICIALS

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Integrity Wests Accommissioners, Nortifies Advancement Burares Excellence



To: CIVIL SERVICE COMMISSION (CSC)

Republic of the Philippines DEPARTMENT OF EDUCATION Request for Publication of Vacant Positions

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF EDUCATION in the CSC was size.

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CIVIL SERVICE COMMISSION - CAR

CSC FO - Benguet

Electronic glopy to be submitted to the CSC FO Invat be in MS Excelformet

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SUSIAN CJ DAWANG

HRMO

WALTER J. DERUSHEM Senior Personnel Specialist

Date:

26-Jul-21

No	Position Title	Plantilla item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
	(Perenthetical Title, If applicable)				Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Public Schools District Supervisor	OSEC-DECSB-PSDS-90042- 1998	22	68415	Master's Degree in Education or other relevant Master's Degree		5 yrs. Cumulative experience in instructional supervision and school management	RA 1080 (Teacher)	N/A	ТВА
2	Public Schools District Supervisor	OSEC-DECSB-PSDS-90048- 1998	22	68415	Master's Degree in Education or other relevant Master's Degree	16 hours of relevant training	5 yrs. Cumulative experience in instructional supervision and school management	RA 1080 (Teacher)	N/A	TBA
3	Education Program Supervisor	OSEC-DECSB-EPSVR- 90029-2010	22	68415	IMPRIATS I JAOIAA WITO SPACIFIC STAR OF	8 hrs. of relevant training	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher.	RA 1080 (Teacher)	N/A	CID

All interested and qualified applicants regardless of sex, civil status, disability, religion, ethnicity, or political affiliation, Equal opportunity principle(EOP) should signify their interest in writing. Attach the following documents in four (4) sets to the application letter addressed to the Head of Agency thru the HRMO and submit to the address below not later than 9 AUC 2021.

- 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Farm No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph; duly signed and notarized,
- 2. Performance ratings for the last three (3) rating period/ Certificate of Employment
- 7. Photocopy of certificate of eligibility/rating/license; and

3. Latest Appointment/Designations duly signed

8. Photocopy of Transcript of Records.

- 4. Updated Service Record duly signed
- 5. Certificates of Awards, Innavation, Reasearch, Publications, and Resource Speakership
- 6. Certificates of trainings/seminars attended

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

OLOWA B. BUYA-AO Schools Division Juperintendent SDO-Bengue Wangal, La Trinidad Benguet personnel.sdobenguet@gmail.com

Vice: W. Abance, N. Bolayo, T. Bestre

CSC Benguet Field Office

2 8 JUL 2021

Date of Publication

WALTER J. A RUSALEM Senior Personnel Specialise

2021-07-178