



Republic of the Philippines
Department of Education
Region 02 (Cagayan Valley)

SCHOOLS DIVISION OFFICE OF ISABELA

Alibagu, City of Ilagan, Isabela 3300



MEMORANDUM

To: Palanan District (Head Teacher III)
Isabela School of Fisheries (Principal II and Administrative Assistant II)
Lanting Region NHS (Head Teacher III)
Tumauni South District (Principal I and Head Teacher III)
Cabagan District (Principal II - Areawide - Legislative District 1)
San Mariano NHS (ADAS II - Disbursing Officer)
Roxas West District (Head Teacher III)

From: REYNANTE Z. CALIGUIRAN, PhD, CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

Date: August 7, 2019

Subject: Assessment of Applicants of Various Positions in the Schools Division Office of Isabela

1. This is to announce the assessment of applicants for the position of Principal II, Principal I, Head Teacher III and Administrative Assistant II positions on August 30, 2019 at 9:00 in the morning to be held at the Conference Hall, SDO Isabela, City of Ilagan.
2. Interested applicants should meet the herein Qualification Standards (QS) pursuant to DepEd Order No. 50, s. 2014 Qualification Standards for DepEd Unique Positions.

Position: Principal II
Isabela School of Fisheries
Education: Bachelor degree in Secondary Education or Bachelors degree with 18 professional education units with appropriate major plus 6 units of Management
Experience: 1 year as School Principal
Training: 40 hours of relevant training
Eligibility: RA 1080 (Teacher)

Position: Principal II
Cabagan District
Education: Bachelor degree in Elementary Education or Bachelors degree with 18 professional education units with appropriate major plus 6 units of Management
Experience: 1 year as School Principal
Training: 40 hours of relevant training
Eligibility: RA 1080 (Teacher)



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Sdo Isabela



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Document Code: FM-ORD-003

Rev.: 00

As of: 07-02-2018

DEPED - ISABELA

RELEASED

DATE: 476

CONTROL NO: 449



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SCHOOLS DIVISION OFFICE OF ISABELA

Alibagu, City of Ilagan, Isabela 3300



- Position: Head Teacher III
Lanting Region NHS
- Education: Bachelor's degree in Secondary Education; or Bachelors degree with 18 professional education units
- Experience: HT for 2 years; or TIC for 2 years; or Teacher for 5 years
- Training: 24 hours relevant training
- Eligibility: RA 1080 (Teacher)
-
- Position: Head Teacher III
Tumauini South District
- Education: Bachelor's degree in Elementary Education; or Bachelors degree with 18 professional education units
- Experience: HT for 2 years; or TIC for 2 years; or Teacher for 5 years
- Training: 24 hours relevant training
- Eligibility: RA 1080 (Teacher)
-
- Position: Administrative Assistant II
Isabela School of Fisheries (Bookkeeper) and San Mariano NHS (Disbursing Officer)
- Education: Completion of 2 years in College
- Experience: 1 year relevant experience
- Training: 4 hours relevant training
- Eligibility: Career Service (Sub Professional)/First Level Eligibility

3. Interested applicants must submit their Letter of Intent to Mrs. Lou Jane M. Nicolas, Administrative Officer IV for Personnel with their pertinent documents for preliminary evaluation of the qualifications of applicants, prepare selection line-up to reflect qualifications of candidates and for the deliberation en-banc of the Promotion Selection Board (DO No. 29, s. 2002). Pertinent documents includes:

- a. TOR
- b. Service Record
- c. Certificate of Employment with Job Description (for Non Teaching)
- d. Latest Appointment
- e. Certificate of Eligibility
- f. Latest Personal Data Sheet
- g. Certificate of Training
- h. All other documents required under Division Memorandum No. 43, s. 2018

4. Deadline for the submission of Letters of Intent and the aforementioned documents is on August 13, 2019. For inquiry please see Mrs. Lou Jane M. Nicolas.

5. DepEd Order 42, s. 2007, DepEd Order 66, s. 2007 and Division Memorandum No. 43, s. 2018 shall be applied in the assessment of the qualifications and competence of candidates for appointment to the vacant positions.

6. Immediate and wide dissemination of this Memorandum is desired.

PER/lmn



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