



Republic of the Philippines  
Department of Education  
Region X  
DIVISION OF EL SALVADOR CITY



Zone 3, Poblacion, El Salvador City  
Telefax No: (088) 555-0475 | Email Address: elsalvador.city@deped.gov.ph | Website: depedelsalvadorcity.net

**DIVISION MEMORANDUM**

No. 254, s. 2019

To: **PUBLIC ELEMENTARY SCHOOL HEADS  
PUBLIC ELEMENTARY SCHOOL TEACHERS**

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**  
Assistant Schools Division Superintendent/  
Officer-In-Charge, Office of the Schools Division Superintendent

Subject: Ranking for Teacher II for Kindergarten/ Elementary Schools

Date: October 04, 2019

1. This Office announces the ranking of qualified applicants for Teacher II position for Kindergarten/ Elementary Schools of this Division.
2. The ranking shall abide with the guidelines stipulated in DepED Order No. 66, s. 2007, otherwise known as "Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions."

3. The following qualification standards shall be considered:

**Prescribed Qualifications**

**Education:** Bachelor of Elementary Education (BEED) or Bachelor's Degree plus 18 professional units in Education

**Training:** none required

**Experience:** none required

**Eligibility:** RA 1080 (Teacher)

**Required Competencies**

**Core Behavioral Competencies:** Self-Management, Professionalism & Ethics, Results Focus, Teamwork, Service Orientation and Innovation;

**Core Skills:** Oral Communication, Written Communication and Computer/ICT Skills

**Leadership Competencies:** Educational leadership, People Leadership and Strategic Leadership

Copies Furnished:  
Person Concerned  
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4. All interested applicants are advised to send their Personal Data Sheet (CS Form 212, Revised 2017) to [depedelsalvador.hrmo18@gmail.com](mailto:depedelsalvador.hrmo18@gmail.com) on or before **October 9, 2019**. All scanned documents shall be saved in one (1) PDF file (following the same order as enumerated below). Filename of which shall be ELEM-T2\_NAME (e.g. ELEM-T2\_Juana D. Cruz).
  - a. Application Letter;
  - b. Accomplished CS Form 212 (Personal Data Sheet, Revised 2017) with picture;
  - c. Certificate of Registration/ License or any proof of eligibility;
  - d. Performance Rating for the last three (3) rating periods;
  - e. Updated copy of Service Record;
  - f. Transcript of Records;
  - g. All available and eligible pertinent documents as stipulated in DepED Order No. 66, s. 2007; and
  - h. Omnibus certification of authenticity and veracity of all documents submitted.
5. Applicants who are included in the Selection Line-Up, as reflected in the Division Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net) (*Just click: Career Opportunities → Selection Line-Up*), shall bring the original copies of the documents they have submitted for the deliberation and interview at the LRMDS Room (LR), tentatively scheduled on **October 29, 2019 (8AM-12NN)**.
6. The Personnel Selection Board (PSB) is composed of the following:

Chairman: **Aliena S. Dajay, Ph.D., CESE**  
OIC-Assistant Schools Division Superintendent

Members: **Rolly B. Labis, Ph.D.**  
SGOD, Chief Education Program Supervisor

**Jeffrey M. Martinez**  
Administrative Officer V

**Helen E. Maasin**  
Education Program Supervisor, NEU-Division Chapter Representative

**Pureza B. Oco**  
Master Teacher I, EDTEA Representative

Secretariat: **Anna Mae M. Atillo**  
Human Resource Management Officer II
7. Immediate dissemination of the Memorandum to all concerned is enjoined.

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