



DepEd – DIVISION OF QUEZON

Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline # (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321
www.depedquezon.com.ph
"Creating Possibilities, Inspiring Innovations"



Registration Number:
QAC/R63/0216

January 14, 2020

DIVISION MEMORANDUM

DM No. 015, s. 2020

SCHEDULE OF OPEN RANKING FOR PUBLIC SCHOOLS DISTRICT SUPERVISOR

To: All District Supervisors, Coordinating Principals, Elementary School Heads, Secondary School Heads, OICs, TICs, All Others Concerned


1. This Office invites all qualified applicants regardless of age, gender, sexual orientation, social status, disability, civil status, religion, ethnicity, class and political affiliation are advised to attend the open – ranking to be held at the Training Center, Division Office at Exactly 8:00 am on January 28, 2020
2. Qualified applicants are advised to bring pertinent documents as follows
 - a. Personal Data Sheet
 - b. Transcript of Records (Authenticated)
 - c. Certificate of Trainings and Seminars attended
 - d. Eligibility
 - e. Service Record
 - f. Performance Rating for the last two (2) years (in current position if applicable)
 - g. Other pertinent documents relative to the position can be brought on the date of evaluation for appreciation of the Division Selection Board. However, all activities and accomplishments already use for an earlier promotion will no longer be credited for the next promotion. Accomplishments to qualify for the credit points will be for the last three years, if not used for previous promotion.
 - h. Activities and accomplishments shall be properly documented approved by the immediate chief and attested by the authorized regional/division official.
 - i. Applicants are required to bring one(1) original copy of their documents with table of contents/ indexes.
3. The Members of the Personnel Selection Board (PSB) and Technical Working Group (TWG) shall facilitate the open ranking procedure, validation of applicants' pertinent documents and written/skill test.

DEPEDQUEZON-TM-SDS-04-009-002

Email address: quezon@deped.gov.ph

Comments: **Txt HELEN – 09178902327 (Smart/Sun/TalknTxt) 2327 (Globe and TM)**

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DEPED - QUEZON ICT UNIT
UPLOADED
Date/TIME: JAN 14 2020
By: CRISTINA D. NEMO
Ref. no. 015



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4. Attached herewith is the Qualification Standards for Public Schools District Supervisor.
5. For Immediate dissemination

POSITION/SALARY GRADE: PUBLIC SCHOOLS DISTRICT SUPERVISOR/SG 22 (2)

QUALIFICATIONS:

EDUCATION	: Master's degree in Education or other relevant Master's degree
EXPERIENCE	: 5 years cumulative experience in instructional supervision and school management.
TRAINING	: 16 hours relevant training
ELIGIBILITY	: RA 1080 (Teacher)

PREFERRED ADDITIONAL REQUIREMENTS:

With experience in planning, developing and implementing program/intervention pertaining to curriculum
Computer literate


CATHERINE P. TALAVERA, CESO VI
Schools Division Superintendent

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