



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

November 25, 2020

DIVISION MEMORANDUM

DM No. 378, s. 2020

**CALL FOR APPLICATION FOR THE POSITION OF PUBLIC SCHOOLS DISTRICT SUPERVISOR
OF GEN. NAKAR II DISTRICT**

To: OIC-Assistant Schools Division Superintendents
Chiefs - CID/SGOD
Education Program Supervisors
Public Schools District Supervisors
PSB – Chairman and Members
All Others Concerned

1. This office announces the opening of application for the position of Public Schools District Supervisor of General Nakar II District with the following Qualification Standards:

➤ **Public Schools District Supervisor (SG-22)**

- **Education:** Master's Degree in Education or other relevant Master's degree
- **Eligibility:** RA 1080 (Teacher)
- **Experience:** 5 years cumulative experience in instructional supervision and school management
- **Training:** 16 hours of relevant training

PREFERRED ADDITIONAL REQUIREMENTS:

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

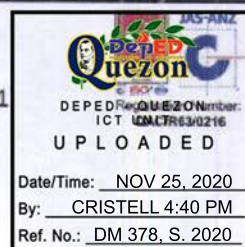
2. Applicants must be willing to be designated to General Nakar II but may be transferred to any district within the division after 5 years as provided in DECS Order No. 7 s. 1999.
3. Applicants who will not be hired for that particular district may still apply for the PSDS position in other districts once the division calls for the next application, but must submit letter of intent and other earned documents for updating purposes.

DEPEDQUEZON-TM-SDS-04-009-003



"Creating Possibilities, Inspiring Innovations"

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4. Interested and qualified applicants should signify their interest in writing and submit the following documents following the arrangement specified in DepEd Order No. 66, s. 2007:
 - a. Letter of Intent addressed to the Schools Division Superintendent
 - b. Personal Data Sheet and Work Experience Sheet
 - c. Performance Rating (2 Consecutive Years)
 - d. Experience (Service Record or Certificate of Employment)
 - e. Outstanding Accomplishment (if any)
 - a. Outstanding Employee Awards
 - b. Innovations
 - c. Research
 - d. Publication
 - e. Consultant/Resource Speakership in Trainings and Seminars
 - For innovations, researches and publication, scanned/printed copy of front page of program/project, research paper, article/book will be honored. However, approved hard copy of the whole document with the corresponding certificate, program, travel order, memorandum and other pertinent documents must be presented during the open ranking.
 - Activities and accomplishments shall be properly documented and approved by the immediate chief and attested by the authorized regional/division official.
 - f. Education (Latest Transcript of Records)
 - g. Certificates of Trainings attended
 - h. Certificate of Eligibility
5. Submit on or before December 11, 2020 (Friday) at the Records Section, Schools Division Office, Brgy. Talipan, Pagbilao, Quezon.
 6. Posting and immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR.
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

asdgrmt11/25/2020

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