

Republic of the Philippines

Department of Education

Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE

09 September 2021

DIVISION MEMORANDUM DM No. 651, s. 2021

CALL FOR APPLICATION FOR THE POSITION OF SECONDARY SCHOOL PRINCIPAL II AND PRINCIPAL III IN SDO - QUEZON

To:

OIC-Assistant Schools Division Superintendents

Chiefs - CID/SGOD

Education Program Supervisors Public Schools District Supervisors PSB – Chairman and Members

All Others Concerned

DEPED - QUEZON ICT UNIT

UPLOADED

Date/TimsEP 9 2021

By: UNICA 4 39 910

Ref. no. DN 651 5 101

 This office announces the opening of application for the position of Secondary School Principal II and Principal III with the following Qualification Standards:

Secondary School Principal II (SG-20)

Education: Bachelor of Secondary Education (BSED) or Bachelors Degree w/ 18
 Professional Units in Education Plus 6 Units of Management

Experience: 1 YEAR AS PRINCIPAL

Training : 40 HOURS OF RELEVANT TRAINING

Eligibility : RA 1080/LET/PBET

Secondary School Principal III (SG-21)

Education: Bachelor of Secondary Education (BSED) or Bachelors Degree w/ 18
 Professional Units in Education Plus 6 Units of Management

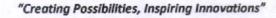
Experience: 2 YEARS AS PRINCIPAL

Training : 40 HOURS OF RELEVANT TRAINING

Eligibility : RA 1080/LET/PBET

DEPEDQUEZON-TM-SDS-04-009-003





Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321

Email Address: quezon@deped.gov.ph Website: www.depedquezon.com.ph



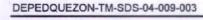


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- 2. Applicants must be willing to be assigned to schools located in far-flung areas.
- Interested and qualified applicants should signify their interest in writing and submit the following documents following the arrangement specified in DepEd Order No. 42, s. 2007 for Secondary School Principal.
 - a. Letter of Intent addressed to the Schools Division Superintendent
 - b. Personal Data Sheet with Picture
 - c. Performance Rating (3 Consecutive Years)
 - d. Experience (Service Record or Certificate of Employment)
 - e. Outstanding Accomplishment (if any)
 - Outstanding Employee Awards
 - 2. Innovations
 - 3. Research
 - 4. Publication
 - 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.
 - f. Education and Training
 - Latest Transcript of Records
 - 2. Certificates of Trainings attended
 - g. Certificate of Eligibility









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- Submit on or before September 24, 2021 (Friday) at the Records Section, Schools Division Office, Brgy. Talipan, Pagbilao, Quezon or at the following sub-offices:
 - Real Sub-Office, Real CES, Real, Quezon
 - Catanauan Sub-Office, Catanauan CES, Catanauan, Quezon
 - Gumaca Sub-Office, Gumaca NHS, Gumaca, Quezon
- 5. Posting and immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR., EdD A

Assistant Schools Division Superintendent

Officer-In-Charge

Office of the Schools Division Superintendent

asds/09/09/2021





