



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON
 CITY SCHOOLS DIVISION OF BIÑAN CITY

20 Jan 2021

DIVISION MEMORANDUM

No. 021, s. 2021

ANNOUNCEMENT OF VACANCY

To : Assistant Schools Division Superintendent
 Chief, School Governance and Operations Division
 Chief, Curriculum Implementation Division
 Administrative Officer V
 Human Resource Merit Promotion and Selection Board
 All Others concerned

1. This office announces the vacancies for the following positions listed below. All qualified applicants are welcome to apply regardless of age, sex, sexual orientation, gender identity, civil status, disability, religion, ethnicity, and political affiliation.

Position	Salary Grade	Item Number	Place of Assignment
Master Teacher II	19	OSEC-DECSB-MTCHR2-240674-1998	Division of Biñan City (Elementary)
Master Teacher I	18	OSEC-DECSB-MTCHR1-241067-1998	Division of Biñan City (Elementary)
Head Teacher I	14	OSEC-DECSB-HTEACH1-270040-2011	Division of Biñan City (Elementary)
Project Development Officer I (Youth Formation Coordinator)	11	OSEC-DECSB-PDO1-270134-2016	Division of Biñan City

2. The Qualification Standards (QS) of the said positions are as follow:

Position	Education	Training	Experience	Eligibility
Master Teacher II	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education; and 24 units for a Master's degree in Education or its equivalent	4 hours relevant training	1 year as MT-I; or 4 years as T3	R.A. 1080; PBET/LET



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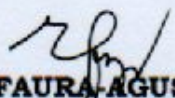
Master Teacher I	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education; and 18 units for a Master's degree in Education or its equivalent.	None Required	3 years relevant experience	R.A. 1080; PBET/LET
Head Teacher I	Bachelor's Degree in Elementary Education; or Bachelor's degree with 18 professional education units	24 hours relevant training	TIC for 1 year; or Teacher for 3 years	R.A. 1080; PBET/LET
Project Development Officer I (Youth Formation Coordinator)	Bachelor's Degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility

3. Interested and qualified applicants are advised to submit the following documents in the Personnel Office on or before **February 1, 2021**.

- a) Omnibus Certification of Authenticity and Veracity of Documents
- b) Letter of intent addressed to the Schools Division Superintendent
- c) Personal Data Sheet
- d) Transcript of Records
- e) PRC license/CSC Eligibility
- f) Service Records/Certificate of Employment
- g) Performance Rating (3years)
- h) Certificate of Trainings/Seminar (with supporting documents)
- i) Certificate of Outstanding Employee Awards, Innovation, Action Research Project, Publication, Authorship, Consultant/Resource Speaker (with supporting documents)

References: (Deped Order No. 66, s. 2007, Deped Order No. 42, s. 2007, and DECS Order No. 57, s. 1997)

4. Immediate and widest dissemination of this Memorandum is desired.


EDNA FAURA AGUSTIN
 Schools Division Superintendent

