



Division Memorandum:

No. 31, 2022

TO

: PUBLIC SCHOOLS DISTRICT SUPERVISORS

SCHOOL HEADS (ELEMENTARY AND SECONDARY)

ALL OTHERS CONCERNED

FROM

MA. LIZA R. PABILON, CESO V

Schools Division Superintendent ()

SUBJECT

: CALL FOR APPLICANTS FOR VACANT TEACHING POSITIONS IN

DEPED ZAMBOANGA DEL NORTE DIVISION

DATE

: JANUARY 13, 2022

1. The Schools Division of Zamboanga del Norte invites all interested and qualified applicants for the following positions:

Vacant Positions	Item Number	School/District Assignment	No. of Items	CSC Prescribed Qualification			
MASTER TEACHER II (SECONDARY)	MTCHR2- 570075-2018	MANUKAN NHS	1	Education: BSED/ Bachelor's Degree Plus 18 Prof. units in Education; and 24 units for a Master's Degree in Education, or its equivalent; Experience: 1 Year as MT-I or 4 Years as T-III Training: 4 hrs. Relevant Training Eligibility: RA 1080			
MASTER	MTCHR1- 572064-1998	SALUG NHS	2	Education: BSED/Bachelor's Degree plus 18 Prof. units in Education w/ appropriate major; & 18 units for a Master's Degree in			
TEACHER I (SECONDARY)	MTCHR1- 572061-1998	SALUG NIIS		Education or its equivalent; Experience: 3 Years Relevant Experience Training: None Required Eligibility: RA 1080			
SPECIAL SCIENCE TEACHER I (SECONDARY)	SPSTI-570014- 2016	SNAS	1	Education: BSED or Bachelor's Degree w/ 18 Prof. units in Educ. major field of specialization; Experience: 2 Year Relevant Experience Training: None Required Eligibility: RA 1080			
TEACHER III	TCH3-571747- 2020	KANIM NHS	1	Education: BSED or Bachelor's Degree w/ 18 Prof. units in Educ. major field of specialization;			





Republic of the Philippines Department of Education

Region IX, Zamboanga Peninsula SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

(SECONDARY)				E			
	TCH3-570086- 2010	POLANCO NHS	1	Experience: 2 Year Relevant Experience Training: None Required Eligibility: RA 1080			
	TCH3-570183- 2013	KATIPUNAN IV	1				
	TCH3-570152- 2018	ROXAS II	1	Education: BEED/BSED or Bachelor's Degree w/ 18 Prof. units			
TEACHER III	TCH3-570206- 2003	KATIPUNAN II	1	in Educ. major field of specialization;			
(ELEMENTARY)	TCH3-5700350- 2014	KATIPUNAN I	1	Experience: 2 Year Relevant Experience Training: None Required			
	TCH3-570249- 2018	SIRAWAI DIST.	1	Eligibility: RA 1080			
	TCH3-570368- 2014	LILOY III	1				
TEACHER II (SECONDARY-	TCH2-570036- 2008	- SALUG NHS	2	Education: BSED or Bachelor's Degree w/ 18 Prof. units in Educ. major field of specialization; Experience: 1 Year Relevant			
JUNIOR HIGH)	TCH2-570306- 2012	SALOG NIIS	2	Experience Experience Training: None Required Eligibility: RA 1080			
	TCH2-570217- 2015	SIOCON III	1	Education: BEED/BSED or Bachelor's Degree w/ 18 Prof. units in Educ. major			
TEACHER II (ELEMENTARY)	TCH2-570297- 2003	LILOY I	1	field of specialization; Experience: 1 Year Relevant Experience			
	TCH2-571993- 1998	SAN MIGUEL ES	1	Training: None Required Eligibility: RA 1080			
	TCH1- 570110- 2021	ALAM MUDJA SAI CHS EXTN.	1	Education: BSED or Bachelor's Degree			
TEACHER I (SECONDARY)	TCH1- 597094- 1998	SIBUCO NHS	1	w/ 18 Prof. units in Educ. major field of specialization; Experience: None Required			
	TCH1- 592911- 1998	BALAKAN NHS	1	Training: None Required Eligibility: RA 1080			
TEACHER I	TCH1-570462- 2011			Education: BEED/BSED or Bachelor's Degree w/ 18 Prof. units in Educ. major field of specialization:			
(ELEMENTARY)	TCH1-572838- 2018	SIRAWAI I	2	field of specialization; Experience: None Required Training: None Required Eligibility: RA 1080			





- 2. Teacher I and Teacher II (Senior High) positions are still subject to follow ranking in the ROA or facilitate transfer of teachers within the DepEd.
- 3. All documents of interested applicants must be submitted to the respective School Selection Committee (for secondary) and District Selection Committee (for elementary) for assessment of authenticity, completeness and veracity and submit to the Division Office -Personnel Section on or before January 31, 2022. (See DepEd Order No. 66, s. 2007 and MEC 10, s. 1979 for the Composition of School/District Selection Committee, whichever is applicable).
- 4. Applicants are encouraged to submit their organized documents in a folder (See Enclosure 1 to 3).
- 5. The skills test and interview will be on February 9-11, 2022. Applicants are required to bring original copies of documents submitted during the interview and skills test (Skills test and interview schedule may change without prior notice).
- 6. This memorandum is to be posted in at least three conspicuous places in schools and/or districts.
- 7. For information, guidance and compliance.

PERSONNELsgbv/Division Memorandum/DM0002-2022/01132022



Republic of the Philippines Department of Education

Region IX, Zamboanga Peninsula SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

 A copy of newspaper/magazine of wide circulation where authored article on education was published. 		
e. Consultant/Resource Speaker in Trainings/Seminars/Workshops/Symposia		
Certificates (Authenticated by School Principal or PSDS		-
D.a <i>Education</i>		
 Authenticated Transcript of Records (at least MAED-CAR) 		line .
 D.b<i>Training, any of the following</i> 3 certificates of participation in a training of at least 3 days in a district or division or region level 		
 1 certificate of participation in a training of at least 3 days in a national or international level 		
 Certificate of Recognition as chair or co-chair in a technical/planning committee 		
C (Complied) – documents meet the requirements in terms of veracity, authenticity and completeness. NC (Not complied) – documents do not meet the requirements in terms of veracity, authenticity and completeness.		
AGREEMENT		
All lacking/required documents shall be submitted on or before If app the lacking documents on the agreed date, non-compliance shall constitute waiver/withdrawal of applications on the day of, 2021.	licant fails cation.	s to submit
Signature over Printed Name of Applicant Signature Over Printed Name Over Printed N		C/SSC
CERTIFICATION		
To the HRMPSB:		
This is to certify that the documents of the above-named applicant for HT/SP have been screen committee and have been forwarded as:COMPLETE		
Signed on this day of, 2021.		
DSC/SSC Chairperson Members:		
Conformé: Date:		
Applicant's Signature Over Printed Name Note: If applicant fails to sign in the conformé, please state reason, i.e. failed to appear on the agreed date. This checkbe submitted with the folder of the applicant.	cklist must	
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N-avigating O-pportunities to R-eengineer for T-ransformation&

E-mpowerment



Capitol Drive, Estaka, Dipolog City, 7100 Tel No.: (065) 212-5843 e-mail address: zn.division@deped.gov.ph





Enclosure No. 2 of DM No. _____ s. 2021

Name of Teacher: Instruction: Initial assessment of documents should be done by the DSC/SSC in the presence of the applicant for the position. A photocopy of this accomplished checklist should be provided to the applicant. BASIC REQUIREMENTS A. Omnibus Certification B. Fully Accomplished PDS with recent passport-sized picture (CSC Form 212, revised 2017) and work experience sheet which can be downloaded at www.csc.gov.ph C. One (1) Authenticated PRC License D. Performance Rating for the Last Three Years duly signed by Administrative Officer Helen Tangon (SY 2017-2018; SY 2018-2019; 2020-2021) E. Latest Service Record signed by HRMO F. Duly Authenticated Copy of Transcript of Records G. Approved General School Program or SF 7 DOCUMENTS FOR LEADERSHIP, POTENTIAL and ACCOMPLISHMENT i. Introduced any of the following which has been ADOPTED or USED by the school or district. Report on the use of the curriculum or instructional materials/effective teaching techniques or strategics/simplification of work/income generating project submitted to the School Head and corroborated by at least 3 teachers with attachment (lesson plans, pictures, outputs, instrudental materials, etc.) j. Served efficiently and effectively as subject coordinator, grade chairman for at least 1 year, or as adviser of school publication or or organization for 2 years. Accomplishment report signed by School Principal and corroborated by at least 3 teachers of the department or grade level with the following attachments (fericer, designation/certification with inclusive dates, school paper for school publication or organization for 2 years. Accomplishment report signed by School Principal and corroborated by at least 3 teachers of the department or grade level with the following attachments (gray applicable MOV such as sample instruction atterials, etc) L. Initiated or headed an educational research activity duly approved by the educational authorities either for improvement of instruction, for community development or teacher welfar		CHECKLIST OF REQUIREMENTS FOR MASTER TEACHERS (Reference: MECS ORDER NO. 10, S. 1979 and DECS ORDER NO. 57, S. 1997)		
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	•	Activity/Training Completion Report submitted to the School Principal corroborated by at least 3 teachers with		



Republic of the Philippines Department of Education

Region IX, Zamboanga Peninsula SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

o. Credited with meritorious award achieve	ments such as coach of contestants who receive
prizes, commendations or any form of red	cognition/ Athletic coach of athletes or teams who
won prizes/Coordinator of Boy Scout or	
	of the teacher as trainer/coach with the name of contestant/athletes
and the prize won; or Designation as Boy/Girl Scout Coordinator with ren	ort of BSP/GSP activity conducted at least in the school submitted
to the Principal and corroborated by at least 3 teache	
p. Authorship	
	of the module/storybook quality assured, validated and certified by
the Division LRMDS or Division Learning Area Sup	7. Table 1.
A copy of newspaper/magazine of wide circulation v DEMONSTRATION TEACHING	where authored article on education was published.
	ner MOVs (Lesson Plan utilized in the demonstration teaching,
learners' outputs, pictures during the demo, attendan	ce sheets, etc)
C (Complied) – documents meet the requirements in terms of ve	racity, authenticity and completeness.
NC (Not complied) – documents do not meet the requirements in	terms of veracity, authenticity and completeness.
	AGREEMENT
All lacking/required documents shall be submitte	d on or before If applicant fails to submit the lacking stitute waiver/withdrawal of application.
documents on the agreed date, non-compliance shall con	sutute waiver/withdrawai of application.
Signed on this day of, 20	021.
	C: O D: LIV CDCC/CCC
Signature over Printed Name of Applicant	Signature Over Printed Name of DSC/SSC Chair or Representative
	Chair of Representative
CER	TIFICATION
To the HRMPSB:	
This is to cartify that the documents of the above	e-named applicant for MT have been screened by this
committee and have been forwarded as :	c-named applicant for WTnave occursercence by this
COMPLETE	INCOMPLETE (failed to comply on the agreed date)
Signed on this day of	_ 2021.
DSC/S	SC Chairperson
Members:	
	_
Conformé:	Date:
Conformé: Applicant's Signature Over Printed Name	
	a massar in Called to appropriate the same data. This should be
Note: If applicant fails to sign in the conforme, please stat must be submitted with the folder of the applicant.	e reason, i.e. failed to appear on the agreed date. This checklist
must be submitted with the folder of the applicant.	
N-avigating	



Republic of the Philippines Department of Education Region IX, Zamboanga Peninsula

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

Enclosure N	No 3 of DM No	s. 2021

CHECKLIST OF REQUIREMENTS FOR PROMOTION TO TEACHER 2 and 3,

	d NON-TEACHING POSITIONS e: DO 66, s. 2007)		
Name of Teacher:	School/District:		
	ts should be done by the DSC/SSC in the processory of this accomplished checklist should be accomplished checklist should be accomplished.		
BASIC REQU	UIREMENTS	(/) or appro	a check n the priate umn
		C	NC
I. Omnibus Certification			
•	t passport-sized picture (CSC Form 212,		
The Address Stroke is an in the Art Art and the Art in the Art and	sheet which can be downloaded at		
www.csc.gov.ph			
III. One (1) Authenticated PRC License			
	NT/S PER CRITERION		
A. Performance Rating			
	g for the Last Three Years duly signed by		
Administrative Officer Helen Tang			
(SY 2017-2018; SY 2018-2019; 20	20-2021)		
B. Experience			
 Latest Service Record signed by H 	RMO		
 Latest Approved Appointment 			
C. Outstanding Accomplishments			
a. Outstanding Employee Award			
 Certificate of Recognition/Plaque received. 	Trophy and other MOVs of the award		
b. Innovations			
whichever is applicable, stating the	non-teaching/teaching-related personnel, positive impact of the innovation in the achments (project proposal, pictures,		
c. Research and Development Projects			
• A copy of the complete	ed research evaluated/accepted by Committee, whichever is applicable.		
d. Publication/Authorship			



	olished book/with ISBN or a copy of the module/storybook alidated and certified by the Division LRMDS or Division pervisor; or	
	per/magazine of wide circulation where authored article on	
the state of the s	Speaker in Trainings/Seminars/Workshops/Symposia	
	enticated by School Principal or PSDS)	
F. Education	in CD II () I () I () I () I () I () I	
	Inscript of Records (at least MAED-CAR)	
 G. Training, any of the form 3 certificates of p division or region 	participation in a training of at least 3 days in a district or	
	articipation in a training of at least 3 days in a national or	
 Certificate of Re committee 	ecognition as chair or co-chair in a technical/planning	
C (Complied) – documents meet the red NC (Not complied) – documents do not	quirements in terms of veracity, authenticity and completeness. meet the requirements in terms of veracity, authenticity and completeness.	
	AGREEMENT	
All lacking/required doc the lacking documents on the a	suments shall be submitted on or before If applicant far agreed date, non-compliance shall constitute waiver/withdrawal of application.	ails to submit
Signed on the	day of, 2021.	
Signature over Print	ed Name of Applicant Signature Over Printed Name of DS	20/220
Signature over 1111110	Chair or Representative	3C/33C
	CERTIFICATION	
To the HRMPSB:		
This is to certify that the d committee and have been forwarded COMPLE		
Signed on this day	of, 2022.	
Members:	DSC/SSC Chairperson	
	_	
Conformé:		
Applicant's Signature Over Printed 1	Name conformé, please state reason, i.e. failed to appear on the agreed date. This checklist	
PERSONNELsgbv/Division Mem	orandum/DM0002-2022/01132022	
N		

N-avigating
O-pportunities to
R-eengineer for
T-ransformation&
E-mpowerment





CS Form No. 9

Series of 2018

To: CIVIL SERVICE COMMISSION (CSC)

No.

Position Title

Plantilla Item No.

Salary, Job/ Pay Grade

Monthly

Qualification Standards

Training

Experience

Eligibilit

Competency (If applicable)

Place of Assignment

72-00034

DIMHTA

Education

7

Republic of the Philippines
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Request for Publication of Vacant Positions

This is to request the publication of the following vacant positions of (DepEd ZN) in the CSC website

MA. LIZAR: TABILON END, CESO Y
SCHOOLS DIVISION SUPERINTENDENT OF ZAMBOANGA DEL NORTE
DATE: 01/13/2022 MASS U Date

3:70

be in MS Excel format · · must

Electronic copy to be submitted to the CSC FO ORIE

CIVIL SERVICE COMMISSION

RECORDS SECTION
Deposit Privation of Semble, North

III

PROF. UNITS IN EDUCATION; & 18 UNITS FOR A MASTER'S DEGREE IN EDUCATION OR PROF. UNITS IN EDUCATION; & 18 UNITS FOR A MASTER'S DEGREE IN EDUCATION OR BSED OR BACHELOR'S DEGREE W/ 18 PROF BEED/BSED OR BACHELOR'S DEGREE W/ 18 BEED/BSED OR BACHELOR'S DEGREE W/ 18 BSED OR BACHELOR'S DEGREE W/ 18 PROF BSED OR BACHELOR'S DEGREE W/ 18 PROF BSED OR BACHELOR'S DEGREE PLUS 18 PROF. UNITS IN EDUC. MAJOR FIELD OF PROF. UNITS IN EDUC. MAJOR FIELD OF BSED OR BACHELOR'S DEGREE PLUS 18 BSED OR BACHELOR'S DEGREE PLUS 18 UNITS FOR A MASTER'S DEGREE IN PROF. UNITS IN EDUCATION, AND 24 **EDUCATION OR ITS EQUIVALENT** UNITS IN EDUC. MAJOR FIELD OF UNITS IN EDUC. MAJOR FIELD OF UNITS IN EDUC. MAJOR FIELD OF SPECIALIZATION SPECIALIZATION SPECIALIZATION ITS EQUIVALENT ITS EQUIVALENT 4 HRS RELEVANT TRAININGS NONE REQUIRED 1 YEAR AS MT-I OR 4 YEARS AS T-III 2 YEARS REL. EXP 2 YEARS REL. EXP. 2 YEARS REL. EXP 2 YEARS REL. EXP 3 YEARS REL. EXP 3 YEARS REL. EXP YEARS REL EXP RA 1080 (TEACHER) RA 1080 (TEACHER (TEACHER) PBET/LET RA 1080 KATIPUNAN IV MANUKAN NHS POLANCO NHS

KANIM NHS

ROXAS II

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TEACHER III

TCH3-570152-2018

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TEACHER III

TCH3-570183-2013

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TEACHER III

TCH3-570086-2010

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28,276

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SPECIAL SCIENCE TEACHER

SPSTI-570014-2016

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TEACHER III

TCH3-571747-2020

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28,276

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MASTER TEACHER I

MTCHR1-572061-1998

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43,681

2

MASTER TEACHER I

MTCHR1-572064-1998

18

43,681

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MASTER TEACHER II

MTCHR2-570075-2018

19

48,313

TEACHER I TEACHER I	TEACHER I	TEACHER I		18 TEACHER I TCH1	17 TEACHER II TCH2	16 TEACHER II TCH2	15 TEACHER II TCH2	14 TEACHER II TCH2	13 TEACHER II TCH2	12 TEACHER III TCH	11 TEACHER III TCH	10 TEACHER III TCH3	9 TEACHER III TCH:
TCH2-571993-1998 1 TCH1-570110-2021 1 TCH1-597094-1998 1 TCH1-592911-1998 1 TCH1-570462-2011 1						TCH2-570297-2003	TCH2-570217-2015 1	TCH2-570306-2012	TCH2-570036-2008	TCH3-570368-2014	TCH3-570249-2018	TCH3-5700350-2014	ТСН3-570206-2003
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	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED	1 YEAR REL, EXP.	1 YEAR REL. EXP.	1 YEAR REL. EXP.	1 YEAR REL. EXP.	1 YEAR REL. EXP.	2 YEARS REL. EXP.	2 YEARS REL. EXP.	2 YEARS REL. EXP.	2 YEARS REL. EXP.
	RA 1080 (TEACHER)	RA 1080 (TEACHER)	RA 1080 (TEACHER)	RA 1080 (TEACHER)	PBET/LET	PBET/LET	PBET/LET	PBET/LET	PBET/LET	RA 1080 (TEACHER)	RA 1080 (TEACHER)	RA 1080 (TEACHER)	RA 1080 (TEACHER)
	SIRAWAI I	BALAKAN NHS	SIBUCO NHS	ALAM MUDJA SAI CHS EXTN.	SAN MIGUEL ES	דורסא ז	SIOCON III	SALUG NHS	SALUG NHS	רורסא זוז	SIRAWAI DIST.	KATIPUNAN I	KATIPUNAN II

- 1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph; Performance rating in the last rating period (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MA. LIZA R. TABILON EdD, CESO V SCHOOLS DIVISION SUPERINTENDENT OF ZAMBOANGA DEL NORTE

CAPITOL DRIVE, ESTAKA, DIPOLOG CITY

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



