



Republic of the Philippines  
**Department of Education**  
 REGION II – CAGAYAN VALLEY

030520089

**ADVISORY**  
 March 5, 2020

**Announcement of Vacancies in the DepED Regional Office NO. II**

DepED Regional Office No. II announces the publication of one (1) vacant position at the **Curriculum Learning and Management Division**. Below are the minimum Qualification Standard requirements of the position for the information and guidance of all interested and qualified applicants:

Position:	<b>EDUCATION PROGRAM SUPERVISOR</b>
Item No. / SG / Salary:	OSEC-DECSB-EPSVR-120068-2010/ SG 22 / P 66,867.00 per mo.
Place of Assignment	<b>Curriculum Learning and Management Division</b>
<b>Qualification Standards:</b>	
Education:	Master's Degree in Education or other relevant Master's Degree with Specific Area of Specialization
Relevant Experience/s:	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher
Relevant Training/s:	8 hours of relevant training
Eligibility:	RA 1080 (Teacher)

The DEPED REGIONAL OFFICE II fully implements the EQUAL EMPLOYMENT OPPORTUNITY POLICY hence, all qualified applicants shall be given due consideration for employment regardless of age, sexual orientation, gender, disability, ethnicity, religion, political affiliation, among others. Interested applicants that meet the basic requirements may submit their **letters of intent** through email address: [depedregion2.personnel@gmail.com](mailto:depedregion2.personnel@gmail.com) and may **personally hand in** or **send through courier** their **application portfolio, properly labelled, in five (5) copies**, addressed to: The Regional Director, Department of Education, Regional Office No. 2, Regional Government Center, Carig Sur, Tuguegarao City, Cagayan, not later than **March 23, 2020 (Monday)**, together with the following supporting documents, viz:

1. **Letter of Intent**, duly signed;
2. **Personal Data Sheet** (CS Form No. 212, Revised 2017), fully accomplished and duly certified including Work Experience Sheet, with recent passport-sized picture. Forms can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
3. **Performance ratings** (OPCR/IPCR) for the last three (3) rating periods, **CY 2019** (for DepED Employees) or **CY 2019 2<sup>nd</sup> Sem.**, as the latest, from current/previous employer, if any;
4. **Service Records/Certificate/s of Employment**, updated and duly certified, from current/previous employer/s, if any;
5. **Proofs of Outstanding Accomplishments/ Meritorious Accomplishments** (if any);
  - Certificate/s of Outstanding Employee Award supported by the Certificate of Recognition, Memorandum regarding the conduct of the Search, Criteria for Judging, other relevant documents regarding the search);
  - Innovations supported by the approval of the innovative project through channels, Abstract of the Project and Workplan conducted/implemented for a minimum of six- month period, Completion Report/Impact of the Workplan and other MOVs;
  - Research and Development Projects supported by the approval of the request to conduct the research thru channels, the Research Proposal, Findings and Recommendations;



**Address:** Regional Government Center, Carig Sur, Tuguegarao City, 3500  
**Telephone Nos.:** (078) 304-3855; (078) 396-9728  
**Email Address:** [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
**Website:** [region2.deped.gov.ph](http://region2.deped.gov.ph)

Doc Code:	<b>FM-ORD-006</b>	Rev:	<b>00</b>
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- Copy/ies of published articles which must be educational articles and not news, published in newspapers/ magazines of wide/national circulation; For published books, it must be with ISBN;
  - Certificates of Recognition as Consultant/Resource Speaker in Trainings/ Seminars conducted in any of the following levels: school/division/province/regional/national/international, if any, supported by the following documents: Invitation, Approved Special Order/Travel Order, Training Matrix, Memorandum)
6. **Transcript of Records (TOR)**, authenticated and certified in the College level/Post Graduate Studies – Master’s Degree/Doctoral Degree, (if any);
  7. **Certificate/s of Rating/Eligibility (RA 1080) and License**, etc., duly certified and authenticated by the issuing agency;
  8. **Certificates of Participation** to Trainings/Seminars attended conducted for at least 3 days each with the following supporting documents: Approved Travel Order, Legal basis for the travel, Certificate of Participation and Re-entry Plan for International trainings:
    - i. **Three (3) certificates of participation** conducted for at least 3 days each training in the specific level, school/division/province/regional levels;
    - ii. **One (1) certificate** conducted in the national or international levels for at least 3 days will suffice.
  9. Other pertinent documents (if any) to support applicants’ claim in No. 5 and 8;
  10. **Omnibus Certification**, duly notarized by a Notary Public, that all documents submitted for evaluation are true and authentic copies.

  
**ESTELA L. CARIÑO, EdD., CESO IV**  
 Director IV/Regional Director

Re: Vacant position-EPSVR-120068-2010-CLMD  
 Per/jo

To: All Chiefs of Divisions in the Regional Office  
 All Schools Division Superintendents  
 This Region

DEPED REGIONAL OFFICE 02  
**RELEASED**  
 DATE: 03-06-2020  
 BY:   
 RECORDS SECTION

You are hereby requested to post this Advisory in your website/bulletin boards for at least 15 days for the information of all interested qualified applicants.

  
**ESTELA L. CARINO, EdD., CESO IV**  
 Director IV/Regional Director



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