



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
Schools Division of City Schools – Tagbilaran City

Office of the Schools Division  
Superintendent

DIVISION MEMORANDUM

No. *313*, s. 2020

December 23, 2020

**RANKING FOR SENIOR HIGH SCHOOL TEACHER I (TVL-SMAW)**

To: Human Resource Merit Promotion and Selection Board  
Applicants  
Others Concerned

1. This Office hereby announces the ranking for positions, to wit:


POSITION TITLE & SALARY GRADE	EDUCATION REQUIREMENTS	MINIMUM EXPERIENCE REQUIREMENTS	MINIMUM TRAINING REQUIREMENTS	ELIGIBILITY REQUIREMENTS
<b>Teacher I (Senior High School – TVL Shielded Metal Arc Welding) [SG 11]</b>	Bachelor's degree holder; or graduate of technical-vocational course(s) in Shielded Metal Arc Welding (SMAW)	None required	At least NC II in Shielded Metal Arc Welding (SMAW)	For permanent appointment: RA 1080 (Teacher); if not, must pass LET within 5 years from the date hired

2. Interested and qualified applicants should signify their interest in writing specifying the position applied for. Attach the following documents to the application letter:

- a) Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded from [www.csc.gov.ph](http://www.csc.gov.ph);
- b) Performance rating for the last 3 periods (if applicable);
- c) Photocopy of certificate of eligibility/ rating/ license;
- d) Photocopy of Transcript of Records;
- e) Photocopy of Service Record or Certificate of Employment;
- f) Photocopy of certificates of relevant trainings if any;
- g) Photocopy of certificates and/or proofs of outstanding accomplishments if any;

- h) Photocopy of Technical Education and Skills Development Authority (**TESDA**) **National Certificate for SMAW**; and
  - i) Photocopy of Trainers Methodology Certificate (TMC), if available.
3. Kindly submit your pertinent documents inside a folder not later than **January 8, 2021** to the **Office of the Schools Division Superintendent**. For additional information, kindly refer to DepEd Order No. 3, s. 2016.
4. Schedule of interview will be announced later.
5. This ranking welcomes and gives equal employment opportunity to all. No applicant shall be discriminated and/or denied access to opportunities for suitable employment.
6. For information and guidance.



**JOSEPH IRWIN A. LAGURA PhD**  
Schools Division Superintendent   
Office of the Schools Division Superintendent

