



Republic of the Philippines
Department of Education
Region XII
Division of Sarangani
Alabel



Division Memorandum
No. 11, s. 2014

To : All School Heads Elementary and Secondary
Private and Public Schools
This Division

From : 
ISAGANI S. DELA CRUZ, CESO V
Schools Division Superintendent

Subject : **SUBMISSION OF PERTINENT PAPERS FOR NEWLY CREATED AND VACANT POSITIONS IN DEPED - SARANGANI**

Date : January 8, 2014

1. Pursuant to the full implementation of Rationalization Plan, the Division of Sarangani announces the opening of various items based on the revised staffing pattern and available positions to be filled up to ensure that DepED focuses on its core business, Quality Education and Instruction.
2. The goals of the DepED rationalization plan in the Division is to have a re-engineered Division Office that focuses on field leadership and supervision to better support schools in delivering education services to the learners so as to be more effective and efficient.
3. Interested applicants are invited to submit their pertinent papers (*updated Personal Data Sheet, performance ratings for the last three years, service records, TORs and other relevant documents*) on or before **January 28, 2014**. Please indicate outside your folder your complete name and the position applied for.
4. In compliance with DepEd Order No. 53, s. 2013, the following positions are open for both affected and unaffected employees that shall undergo the selection process:

Position	Salary Grade	Quantity
For the Office of the Schools Division Superintendent (SDS)		
Attorney III	21	1
Accountant III	19	1
Information Technology Officer I	19	1
Administrative Officer V	18	1
Administrative Officer IV	15	4
Administrative Assistant III	9	2
Administrative Assistant II	8	2
Administrative Assistant I	7	1
Administrative Aide VI	6	6
Administrative Aide IV	4	1

Position	Salary Grade	Quantity
For the Office of Curriculum Implementation Division (CID)		
Chief Education Supervisor	24	1
Public Schools District Supervisor	22	6
Education Program Specialist II	16	2
Project Development Officer II	15	1
Librarian II	14	1
Administrative Aide VI	6	1
For the Office of School Governance and Operations Division (SGOD)		
Chief Education Supervisor	24	1
Education Program Supervisor	22	1
Engineer III	19	1
Senior Education Program Specialist	19	4
Health Education and Promotion Officer III	18	1
Planning Officer III	18	1
Dentist II	16	2
Education Program Specialist II	16	3
Project Development Officer II	15	1

5. Further, qualified applicants shall also submit the abovementioned pertinent documents for ranking and selection process of the following positions to wit:
 - o Principal I and II
 - o Head Teacher I, II, and III
6. Interview of applicants shall be conducted at the DepED-Division Office, Alabel, Sarangani in the schedules stipulated below:

JANUARY 29, 2013

- o 8:00 am – 10:00 am Positions under the Office of the SDS
- o 10:00 am – 12:00 nn Positions under the Office of the CID

JANUARY 30, 2013

- o 8:00 am – 10:00 am Positions under the Office of the SGOD
- o 10:00 pm – 12:00 nn Positions for School Heads (P I, P II)
- o 1:00 pm – 5:00 pm Positions for School Heads (HT I, HT II, HT III)

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