

#### Republic of the Philippines

## Department of Education

REGION III

#### **SCHOOLS DIVISION OF PAMPANGA**

May 22, 2023

DIVISION MEMORANDUM NO. **232**, s. 2023

# VACANCY ANNOUNCEMENT: MASTER TEACHER POSITIONS (ELEMENTARY AND JUNIOR HIGH SCHOOL)

TO

SGOD and CID Chiefs

Public Elementary and Secondary School Heads

All Others Concerned

1. This is to announce the recruitment, selection and hiring of Master Teacher positions to be stationed in this Division, to mention:

POSITION	STATION	ITEM NO.	DEADLINE OF SUBMISSION	PRE- ASSESSMENT	ONLINE OPEN RANKING
Master Teacher I	Balantacan ES, Lubao West	OSEC- DECSB- MTCHR1- 150694-1998			
Master Teacher II	Prado Saba ES, Lubao West	OSEC- DECSB- MTCHR2- 150009-2007			
Master Teacher I	San Vicente ES, Lubao North	OSEC- DECSB- MTCHR1- 150060-2016	June 02,	June 05, 2023	ТВА
Master Teacher I	San Miguel ES, Lubao North	OSEC- DECSB- MTCHR1- 150055-1999	2023	(HRMPSB ONLY)	IBN
Master Teacher II	Pio ES, Porac West	OSEC- DECSB- MTCHR2- 150624-1998			
Master Teacher I	Villa Maria ES, Porac East	OSEC- DECSB- MTCHR2- 150026-1999			
Master Teacher II (Science)	San Matias NHS, Sto. Tomas	OSEC- DECSB- MTCHR2- 150001-2009			
Master Teacher II (Mathematics)	San Vicente NHS, Lubao	OSEC- DECSB- MTCHR2- 150026-2014			

2. The Qualification Standards of the said position are indicated in the table below.

A. Master Teacher II / SG-19

B. CSC Prescribed Qualifications



Address: High School Boulevard, Barangay Lourdes, City of San Fernando, Pampanga

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Education		
	professional unit 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 Teacher III	
Eligibility	RA 1080	
Trainings	None required	
A. Master Teacher I / SG-18		
B. CSC Prescribed Qualifications		
Education	Bachelor of Elementary/Secondary Education or bachelor's degree plus 18	
	professional unit in Education and 18 units for a Master's degree in	
	Education or its equivalent	
Experience	3 years of relevant experience	
Eligibility	RA 1080	
Trainings	None required	

- 3. All interested and qualified individuals, regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation are encouraged to apply.
- 4. Applicants are advised to submit the photocopied documents to the Records Unit, Attention: HRMO and bring their original of the same for verification during the scheduled open ranking.
- 5. Only those who meet the minimum qualification standards for the said position will be included in the selection line-up for open ranking which shall be posted at the Division Office.
- 6. Appraisal of credentials will be based on MEC Order No. 10, s. 1979 together with Division Memorandum No. 18 s. 2013 dated March 27, 2013 and HRMPSB Resolution No. 01, s.2021 dated September 10, 2021.
- 7. Submit the following documents in a plain white folder for assessment with proper tabs/labels and enclosed in a sealed brown envelope (1 copy each folder):

#### **Envelope 1: Documents for Qualification Standards**

- a) Application letter stating the position applied for
- b) Omnibus certification of authenticity and veracity of documents duly notarized
- c) Copy of latest approved Appointment/Copy of transmittal to CSC
- d) CSC Form 212-Revised 2017 (with active contact number and email address)
- e) Transcript of Records (authenticated by the issuing school)
- f) Certificate of Trainings
- g) Service Record
- h) Signed and Approved Performance Ratings for the last three rating periods prior screening should be at least VS (following the hierarchy of signatories as per DO No. 2, s. 2015, Annex A)

#### **Envelope 2: Documents for Computation of Points**

- a) CSC Form 212-Revised 2017 (with active contact number and email address)
- b) Copy of latest approved Appointment/Copy of transmittal to CSC
- c) Documents for claims on leadership, potentials and accomplishments
- d) Other documents relevant to the position applied for.



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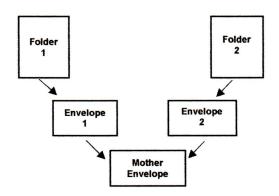


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#### **Mother Envelope**

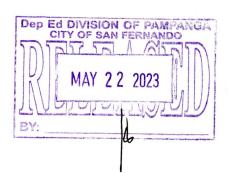
Name: Juan dela Cruz School: San Juan Elementary School Position applying for: Master Teacher Station: Palimpe ES, Masantol North

- 7. It is understood that the submission of documents beyond the prescribed date will not be accepted by this Office.
- 8. Immediate dissemination of this Memorandum is desired.

ROMEO M. ALIP, PhD, CESO V

Schools Division Superintendent

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