



Republic of the Philippines  
**Department of Education**  
Region III  
**SCHOOLS DIVISION OF PAMPANGA**

January 13, 2025

DIVISION MEMORANDUM  
NO. 035, s. 2025

**VACANCY ANNOUNCEMENT: SPECIAL EDUCATION TEACHER I POSITION**

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 Special Education Teacher I positions to be stationed in this Division, to mention:

<b>POSITION</b>	<b>STATION</b>	<b>ITEM NO.</b>	<b>DEADLINE OF SUBMISSION</b>	<b>ONLINE OPEN RANKING</b>
Special Education Teacher I	Basa Air Base ES, Floridablanca West	OSEC-DECSB-SPET1-150263-2018	January 20, 2024	TBA

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

<b>QUALIFICATION STANDARDS</b>	
A. Special Education Teacher I / SG-14	
B. CSC Prescribed Qualifications	
Education	Bachelor's Degree in Education with specialization in Special Education
Experience	None required
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 DepEd Order No. 66, s.2007. The application should include the following documents to be fastened at the left side of a plain white folder and arranged as listed in the transmittal.

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)



Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)  
Telephone No.: (045) 435-2728; (045) 435-7404  
Email Address: pampanga@deped.gov.ph  
Website: www.depedpampanga.ph



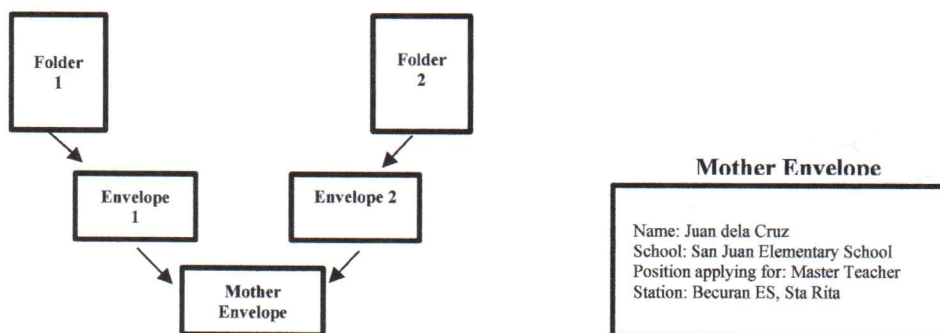
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**Envelope 1: Documents for Qualification Standards**

- 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.



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

45521  
JAN 13 2025



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