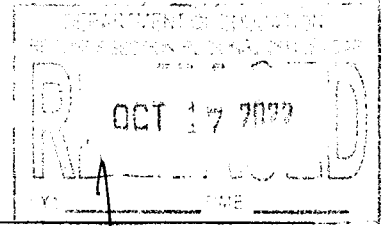





Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION



MEMORANDUM

TO : Schools Division Superintendents
 Chiefs of Divisions
 All Others Concerned

FROM : 
ESTELA P. LEON-CARIÑO EDD, CESO III
 Director IV/Regional Director

SUBJECT : **NOTICE OF VACANT POSITIONS IN THE REGIONAL OFFICE**

DATE : October 17, 2022

1. This is to inform all interested applicants of the vacant positions at the Curriculum and Learning Management Division (CLMD) and Policy, Planning and Research Division, Regional Office:

VACANCY/ PARTICULARS	QUALIFICATION STANDARDS			
Position Title/SG	Education	Experience	Training	Eligibility
Education Program Supervisor (Filipino)	Master's degree in Education or other relevant Master's degree with a specific area of specialization	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher	8 hours of relevant training	RA 1080 (Teacher)
	Job Summary: <ul style="list-style-type: none"> - To provide technical support in managing the full implementation of the articulated basic education curriculum and the development of learning resource materials to suit the conditions and context of the region, to implement curriculum development, localization and enrichment related programs and projects. - To provide technical assistance to the Schools Divisions in curriculum implementation, instructional supervision and learning materials. - When part of LR Design and Development Team, may be assigned as Instructional Design and Development Coordinator. 			





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Statistician I	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional)/ Second Level Eligibility
	Job Summary: <ul style="list-style-type: none">- Maintains the basic education database of the Regional Office and provide processed basic education data as may be required in the implementation of the policy and planning system, as well as in the preparation of regular and special reports.- To provide support to the schools division offices in maintaining data quality and access.			

2. All interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those from any sexual orientation and gender identities (SOGI), are highly encouraged to apply. Submit the following documents in one copy on or before **October 31, 2022**:

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Three (3) recent Performance ratings, if applicable;
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records;
5. Certificates of trainings/seminars attended;
6. Service Records
7. Other pertinent documents based on Regional Memorandum No. 178, s. 2020.
8. For walk-in applicants: Electronic-copy of requirements in a flash drive.

Applications with incomplete documents regarding the above qualifications shall not be entertained.

3. Qualified applicants are advised to upload their applications and documents to the online job application system thru <http://www.depedcar.ph/jobs/online-application>, or hand in/send through courier their application to:

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/Regional Director
DepED-CAR Regional Office
Wangal, La Trinidad, Benguet





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4. The schedule of assessment activities shall be as follows:

Date/Time/Venue	Activity	HRMPSB Members and Secretariat
November 16, 2022 From 9:00 AM onwards (ARD's Office)	Assessment of Documents of the Education Program Supervisor and Statistician I applicants	ARD Florante E. Vergara; Sasha Joseph L. Daganos, Maksim A. Botilas, Eleonora A. Albidas; Clemente D. Bandao/Nover Keithley S. Mente, Rosita C. Agnasi, Aida L. Payang, Elena C. Tawanna; Dumas D. Aban
November 24, 2022 From 8:30 AM Onwards	Written Examination and Interview of Applicants for the Education Program Supervisor and Statistician I applicants	
November 29, 2022	Submission of Comparative Assessment Result (CAR) to the Head of Office	HRMPSB/Secretariat

5. For information and dissemination.

ADMIN/ELC/EAA/DDA



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Website: www.depedcar.ph | Email Address: car@deped.gov.ph

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