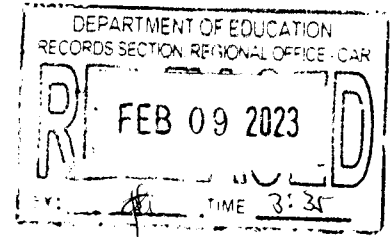




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



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 : February 9, 2023

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

VACANCY/ PARTICULARS	QUALIFICATION STANDARDS			
Position Title/SG	Education	Experience	Training	Eligibility
Education Program Supervisor	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. 			



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 **February 20, 2023**:

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

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

Date/Time/Venue	Activity	HRMPSB Members and Secretariat
February 24, 2023 From 9:00 AM onwards (ARD's Office)	Assessment of Documents of the Education Program Supervisor applicants	ARD Jessie L. Amin; Sasha Joseph L. Daganos, Maksim A. Botilas, Eleonora A. Albidas; Clemente D. Bandao/Nover Keithley S. Mente, Rosita C. Agnasi, Elena C. Tawanna; Dumas D. Aban
March 1, 2023 From 8:30 AM Onwards	Written Examination and Interview of Applicants for the Education Program Supervisor applicants	
March 7, 2023	Submission of Comparative Assessment Result (CAR) to the Head of Office	HRMPSB/Secretariat

5. For information and dissemination.

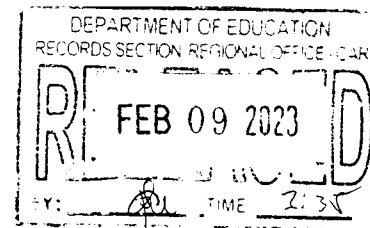
ADMIN/ELC/EAA/ect



Address: Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318 | **Fax No.:** (074) 422-4074
Website: www.depedcar.ph | **Email Address:** car@deped.gov.ph

DepEd-CAR: Weaver of HOPe and Transformation
"Holistic Opportunities for all to be Performing and Excellent Cordilleran Learners"

Republic of the Philippines
DEPARTMENT OF EDUCATION
Request for Publication of Vacant Positions



Electronic copy to be submitted to the CSC PO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which are authorized to be filled, at the DEPARTMENT OF EDUCATION in the CSC website:

ESTELA P. LEON-CARIÑO EdD, CESO III

Director IV/Regional Director

Date: 02/09/2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Education Program Supervisor	OSEC-DECSB-EPSVR-90021-2010	22	71,511	Master's Degree in Education or other relevant Master's Degree with a specific area of specialization	8 hours of relevant training	2 years as Principal or 2 years as Head Teacher or 2 years as Master Teacher	RA 1080 (Teacher)		DepEd-CAR Regional Office, Curriculum and Learning Management Division, LRMDs

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. Attach the following documents to the application letter and send to the address below not later than **February 20, 2023**

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture including the work experience sheet (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; and
4. Photocopy of Transcript of Records.
5. Certificates of trainings/seminars attended
6. Service records
7. Other pertinent documents
8. For walk-in applicants: Electronic copy of requirements in a flash drive

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

ESTELA P. LEON-CARIÑO EdD, CESO III

Director IV/Regional Director

Dep-Ed - CAR, Regional Office, Wangal, La Trinidad, Benguet

<http://www.depedcar.ph/jobs/online-application>

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.