



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
City of Mandaluyong

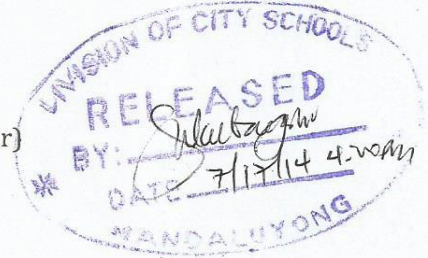
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July 15, 2014


DIVISION MEMORANDUM No. 27, s. 2014

To : Assistant Schools Division Superintendent (PSB Chair)
Education Program and District Supervisors
Elementary and Secondary School Principals
Administrative Officer V
Section Chiefs



Subject : CORRIGENDUM to Division Memorandum No. 23, s. 2014 dated June 27, 2014 on Recruitment, Selection and Screening for Newly Created Positions Under Approved Rationalized Staffing Pattern

1. In relation to CSC Memorandum No. 3, s. 2014 on the Pre-Selection and Assessment Processes for newly created positions under the Approved Rationalized Staffing Pattern, the field is hereby informed that the Division Office is already accepting applications for the positions. The application period is **extended to 31 July 2014**. This is to give time to prospective applicants to prepare their documents and to widely disseminate the information on vacancies since very few have applied.
2. Interested applicants are advised to determine if they meet the minimum qualification standards (QS) of the Civil Service Commission and the selection criteria in DepEd Order No. 66, s. 2007. It is expected that **all** needed credentials and requirements are presented to the Division Personnel Unit. The Personnel Selection Board will not accept documents submitted beyond the set deadline.
3. We are enclosing a copy of the QS for Public Schools District Supervisor, as amended in June 19, 1996 with approval from Director Nelson A. Acebedo of CSC-NCR, 'defining two (2) years of relevant experience as "two years as Principal III or four years as Principal II"'.
4. For applicants for Chief Education Supervisor (SG24), we reiterate the "**4** years of management and supervision" experience requirement. Specific selection guidelines for the Chief Education Supervisor position will be issued by the Central Office. For other positions, please refer to existing DepEd Qualification Standards for Positions.
5. An applicant can only apply in one position. Further, all applicants from the Schools Division Office who are vying for promotion but failed, shall remain as CTI in their current positions. Employees who are in their current positions after the **placement process** are also eligible to apply, provided they meet the QS of the positions applied for.
6. Immediate and wide dissemination of this memorandum is desired.


EVANGELINE P. LADINES, CESO VI
Schools Division Superintendent

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 Fax No. 532 7117
 Attn: Dr. Nelsovia
 From: Gellie Toson

QUALIFICATION STANDARDS

POSITION TITLE	SALARY GRADE	EDUCATION REQUIREMENTS	EXPERIENCE REQUIREMENTS	TRAINING REQUIREMENTS	CIVIL SERVICE ELIGIBILITY
Public Schools District Supervisor	19	Master's Degree in Education or its equivalent	2 years as elementary school principal or 4 years as elementary school teacher	18 hours of in-service training	PREP. TEACHER

RECOMMENDING APPROVAL:
 For the Secretary:

Ramon C. Bacani
 RAMON C. BACANI
 ASSISTANT SECRETARY

APPROVED:

Nelson Acebedo
 NELSON ACEBEDO
 Director IV
 CIVIL SERVICE COMMISSION, NCR

DATE OF APPROVAL:

June 19, 1996