



Republic of the Philippines
Department of Education
 REGION XII
 SCHOOLS DIVISION OF SOUTH COTABATO

Notice of Vacancy
March 24, 2022
NV No. 2022-007

Position Title	Plantilla Item No.	Place of Assignment
One (1) Public Schools District Supervisor	OSEC-DECSB-PSDS-840177-2014	Schools Division of South Cotabato – Curriculum Implementation Division

➤ **Qualification Standards Bases:**

Civil Service Commission

Position Title	SG	Basic Monthly Salary	Education	Experience	Training	Eligibility
Public Schools District Supervisor	22	Php 69,963.00	Masters degree in Education or relevant Masters degree	5 years cumulative experience in instructional supervision and school management	16 hours relevant training	RA 1080 (Teacher)

Duties and Responsibilities of **Public Schools District Supervisor**.

Provide basic education to learners.

Sets the mission, vision, goals and objectives of the school, creates an environment that is conducive to teaching-learning process, monitors and assesses the school curriculum and accountable for higher learning outcomes.

KEY RESULT AREA/S	DUTIES AND RESPONSIBILITIES
Instructional Supervision	1. Achieve 70% of school heads with competency level of at least 70% in NCBSH Domain 2 Strand D (Instructional Supervision) in conformance to set quality standards 2. Achieve 60% of Teachers I-III with proficiency level of at

SDOSC-OSDS-HRMPSB-NV-v2.0r0.1, effective 10/05/2020



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	<p>least 65% in 5 out of 7 indicators and 60% of Master Teachers with high proficiency level of at least 65% in 3 out of 5 indicators in conformance to standard.</p>
Technical Assistance	<ol style="list-style-type: none"> 1. Achieve 70% of School heads with a competency level of at least 70% in NCBSSH Domain 2 Strand C (Implementing Programs for Instructional Improvement) in conformance to set quality standards. 2. Attain 60% of schools with approved SIP and AIP in conformance to set quality standards. 3. Attain 60% of schools with 100% utilization and on-time liquidation of MOOE, SBFP educational assistance and other local funds in conformance to set quality standards.
Monitoring and Evaluation	<ol style="list-style-type: none"> 1. Attain 15% increase in the number of schools with improved SBM level of practice. 2. Achieve 60% of the trained teachers with 65% proficiency level on the competencies gained in learning development activities in conformance to set quality standards. 3. Attain 65% submission of monthly reports in ten months, submitted every first Friday of the succeeding month in conformance to set quality standards.
Curriculum Development Enrichment and Localization	<ol style="list-style-type: none"> 1. Achieve 70% of schools heads with a competency level of at least 70% in NCBSSH Domain 2 Strand B (Developing Programs &/or Adapting Existing Programs) in conformance to set quality standards. 2. Attain 3 district learning action cells in a year on the preparation of Contextualized Instructional Materials (IMs) with a rating of 4.0 and conducted on planned date. 3. Attain 65% of the schools with 65% utilization of learning resource in conformance to set quality standards.
Learning Outcomes Assessment	<ol style="list-style-type: none"> 1. Achieve 70% of school heads with a competency level of at least 70% in NCBSSH Domain 2 Strand A (Assessment for Learning) in conformance to set quality standards. 2. Attain 65% submission of consolidated reports of learning outcomes in all learning areas and other curriculum-related assessments in conformance to set quality standards. 3. Coordinate with at least 3 EPS for TA to improve learners' performance.
Research	<ol style="list-style-type: none"> 1. Have a compendium of action researches conducted in the district. 2. Conduct 1 action research and utilize the results in the district. 3. Monitor the results of 65% of the action researches conducted and its effect on learners' performance.

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The DepEd Schools Division of South Cotabato highly encourages all interested and qualified applicants including persons with disability (PWD) and members of indigenous communities irrespective of sexual orientation and gender identities (SOGI) to apply.

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below.

➤ **Documentary Requirements:**

- a. Application Letter;

Address to: **RUTH L. ESTACIO PhD, CESO VI**
Schools Division Superintendent
DepEd Schools Division of South Cotabato
Alunan Avenue, City of Koronadal

Thru: **JASMIN P. ISLA**
Asst. Schools Division Superintendent
HRMPSB Chairman

- b. Personal Data Sheet (PDS Revised March 2017);
- c. Certified Photocopy of Official Transcript of Records w/ Special Order and CHED Certification, Authentication and Verification;
- d. Performance Rating for the Last Three Rating Period (at least Very Satisfactory (VS) with Numerical Equivalent);
- e. Certificates of Training/Awards/Recognition/Outstanding Accomplishments;
- f. Service Record / Employment Certificate; and
- g. Other documents to support credits points under innovations, research and development projects, publication/authorship & consultancy.
- h. Original Copy of Notarized Omnibus Certification of Authenticity and Veracity of Documents.

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Pertinent papers of applicants shall include table of contents and should be properly **earmarked**.

PLEASE SUBMIT ONLY ONE (1) SET OF FASTENED (use safety paper fastener) **PERTINENT DOCUMENTS**.

- **Criteria for Evaluation:** DepEd Order No. 66, s. 2007, “**Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions**” for the criteria and number of points assigned to each criterion.
- **Deadline for submission of pertinent documents:** **April 13, 2022**, No pertinent papers shall be accepted thereafter.
- **Date and Venue of Interview:** To be announced.
- **Qualified Applicants** are advised to submit their pertinent documents to DepEd Schools Division of South Cotabato Records Section. In addition, kindly access this link **bit.ly/SDOSC-ORF-NTPA-HRMPSE** for your online registration.

RUTH L. ESTACIO PhD, CESO VI
Schools Division Superintendent

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