



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

Notice of Vacancy
September 05, 2022
NV No. 2022-023

Position Title	Plantilla Item No.	Place of Assignment
Thirteen (13) Senior High School Teacher II (Academic Track)	OSEC-DECSB-TCH2-840689-2022 TO OSEC-DECSB-TCH2-840701-2022	Schools Division of South Cotabato

➤ **Qualification Standards Bases:**

ACADEMIC TRACK AND CORE SUBJECTS (D.O. 3, 2016)

Position Title & Salary Grade	Education	Experience	Training	Eligibility
Senior High School Teacher II (Academic Track); SG 12 Php 27,608.00	Academic Track: Bachelor's degree with a major in the relevant strand / subject ; or any Bachelor's degree plus at least 6 units towards Master's degree in relevant strand / subject	None Required	None Required	RA 1080 (Teacher); If not RA 1080 eligible, they must pass the LET within five (5) years after the date of first hiring

Duties and Responsibilities of **Senior High School Teacher II**

Provide basic education to learners.

Teaches grades/levels using appropriate and innovative teaching strategies.

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



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KEY RESULT AREA/S	DUTIES AND RESPONSIBILITIES
Content Knowledge & Pedagogy	<ol style="list-style-type: none">1. Apply knowledge of content within and across curriculum teaching areas.2. Use a range teaching strategies that enhance learner achievement in literacy and numeracy skills.3. Apply range of teaching strategies to develop critical and creative thinking as well as other higher-order thinking skills.
Learning Environment and Diversity of Learners	<ol style="list-style-type: none">1. Manage classroom structure to engage learners individually or in groups in meaningful exploration, discovery and hands-on activities within a range of physical learning environment.2. Manage learner's behavior constructively by applying positive and non-violent discipline to ensure learning focus environment.3. Use differentiated, developmentally appropriate leaning experiences to address learner's gender, needs, strengths, interest and experiences.
Curriculum and Planning	<ol style="list-style-type: none">1. Plan, manage and implement developmentally sequence teaching and learning processes to more curriculum requirements and varied teaching context.2. Participate in collegial discussion that use teacher and learner feedback to enrich teaching practice.3. Select, develop, organize and use appropriate teaching and learning resources including ICT to address learning goals.
Assessment and Reporting	<ol style="list-style-type: none">1. Design, select, organize and use diagnostic, formative and summative assessment strategies consistent with curriculum requirements.2. Monitor and evaluate learner's progress and achievement using learner attainment data.3. Communicate promptly and clearly the learner's needs, progress and achievement to key stakeholders including parents/guardians.

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.

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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
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 Copy of Official Transcript of Records w/ Special Order and Original Copy of CHED Certification, Authentication and Verification (highest educational attainment only);
- c.1 Completion of academic requirements for Master's Degree (with certification from school registrar)
 - c.2 Masters Degree
 - c.3 Completion of academic requirements for Doctorate Degree (with certification from school registrar)
 - c.4 Doctorate Degree
- 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. Summary of Outstanding Accomplishment with certified photocopies:

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- g.1 Outstanding Employee Award (attached certificate or any means of verification)
 - g.2 Innovations properly documented, noted by immediate chief and approved by the Schools Division Superintendent
 - g.3 Research and Development Projects, noted by school head/immediate chief and public schools district supervisor and approved by the Schools Division Superintendent
 - g.4 Publication and Authorship (circulated locally/natiowide/worldwide, attached photocopy of your certificate as writer and photocopy of newsletter, journal, manual, SLM or book appearing author's name/s and publication date)
 - g.5 Consultancy/Resource Speaker in trainings/seminars/workshops/symposia
- h. Original Copy of Notarized Omnibus Certification of Authenticity and Veracity of Documents.

Pertinent papers of applicants shall include table of contents and should be properly **earmarked and sequentially arranged** in a fastened (use fastener) folder.

- Pursuant to DepEd Order No. 32, s. 2016 “addendum to DepEd Order No. 3, s. 2016” and DepEd Order No. 29, s. 2002 “Merit and Selection Plan of the Department of Education”:
 - a. For appointment by promotion, the performance rating of the appointee for the last three (3) rating periods prior to the effectivity of the appointment should be at least Very Satisfactory.
 - b. For appointment by transfer, the performance rating for the last three (3) rating periods immediately preceding the transfer from the former office should be at least Very Satisfactory.
- **Criteria for Evaluation:**

Please be guided that as per DepEd Order No. 3, s. 2016, applicants who are already teaching with the DepEd either in elementary or junior high schools (JHS), DepEd Order No. 66, s. 2007 on the “Revised Guidelines on

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the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions” shall apply, except for “Part III. Computation of Points” of said DepEd Order. “Part VII. Evaluation Criteria and Computation of Points” of this DOno.3, s. 2016 shall apply instead.

- **Deadline for submission of pertinent documents: September 21, 2022** No pertinent papers shall be accepted thereafter.
- **Date and Venue of Interview:** To be announced.
- **Qualified Applicants** are advised to submit **One (1) Set** of fastened (use paper fastener) pertinent documents to DepEd Schools Division of South Cotabato Records Section. In addition, kindly access this link **bit.ly/SDOSC-ORF-NTPA-HRMPSB** for your online registration.


RUTH L. ESTACIO PhD, CESO VI
Schools Division Superintendent

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