



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
Division of Cavite



AMADEO NATIONAL HIGH SCHOOL
Amadeo, Cavite

July 12, 2018

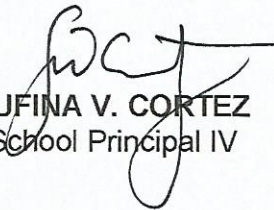
SCHOOL MEMORANDUM
NO. 3 S. 2018

CALL FOR APPLICATION FOR THE POSITION OF TEACHER I

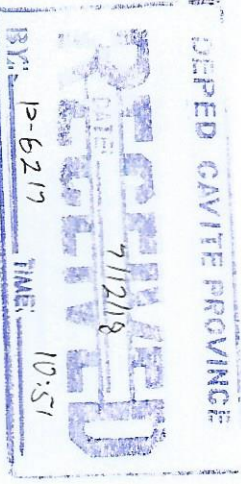
TO: All Department Heads
Junior High School Teachers
All Other Concerned

1. This office announces the opening of application for the position of Teacher I with the following Qualification Standards:
 - **Teacher I (SG-11)**
 - **Education:** Bachelor of Secondary Education; or Bachelor's Degree plus 18 professional education units
 - **Experience:** None required
 - **Training:** None required
 - **Eligibility:** PBET / LET / Teacher RA 1080
2. **Place of Assignment:** Amadeo National High School
3. Interested applicants should submit the scanned documents in CD saved in e-folder following the arrangement of documents specified in DepEd Order No. 66, 2. 2007:
 - E- folder – A. Letter of Intent addressed to the Principal
 - E- folder – B. Performance Rating – 3 consecutive years (if any)
 - E-folder – C. Experience – Service Record or Certificate of Employment
 - E-folder – D. Outstanding Accomplishments (if any)
 1. Awards
 2. Innovations
 3. Research
 4. Publication
 5. Consultant/Resource Speakers in trainings / seminars
 - E-folder – E. Education and Trainings
 1. Latest Transcript of Record
 2. Certificate of Trainings attended
 - E-folder – F. Certificate of Eligibility
 - E-folder – G. Personal Data Sheet (PDS)

4. If application will be submitted personally, CD cover should be labelled with applicant's name, contact number and position desired. Likewise, all applicants should bring the hard copy documents during the evaluation and interview for validation.
5. Submit on or before July 27, 2018 (Friday) at Amadeo National High School, Amadeo, Cavite
6. Posting and immediate dissemination of this Memorandum is desired.



RUFINA V. CORTEZ
School Principal IV



Republic of the Philippines
Department of Education - Division Office Cavite
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of AMADEO NATIONAL HIGH SCHOOL in the CSC website:

for
CHERRYLOU R. DE MESA
Schools Division Superintendent
Date: July 12, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
1	TEACHER I	OSEC-DECSB-TCH1-263460-1998	11	20,179.00	BACHELOR OF SECONDARY EDUCATION, OR BACHELOR'S DEGREE PLUS 18 PROF. EDUC. UNITS	NONE REQUIRED	NONE REQUIRED	PBET /LET/TEACHER RA 1040	AMADEO NHS

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than July 27, 2018.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.osc.gov.ph;
2. Performance rating in the present position for one (1) Year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

5. Please see attached School Memorandum No. 3, s. 2018 for additional requirements

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

Name of TIC/Principal - **RUFINA V. CORTEZ**
Position Title - **SCHOOL PRINCIPAL IV**
Complete School Address - **BY PASS ROAD, AMADEO, CAVITE**
School Email Address - **depedcavite.amadeonhs@gmail.com**

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.