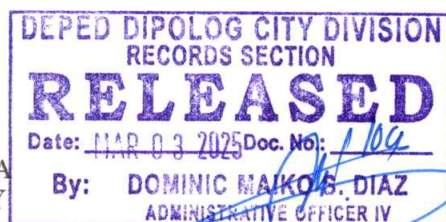




Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY



Division Memorandum

No. 109, s. 2025

March 3, 2025

**CALL FOR APPLICATIONS FOR SCHOOL ADMINISTRATION AND TEACHING VACANT POSITIONS**

**TO: All School Division Office Personnel  
All Concerned Personnel  
This Division**

This office hereby announces the hereunder vacant job positions and is now accepting applications, namely:

Classification/ Level	Positions	Item Number/s
School Administration	School Principal I	OSEC-DECSB-SP1-570002-2014
Teaching	Master Teacher I	OSEC-DECSB-MTCHR1-571042-1998

This ranking is **open to all applicants regardless of gender, civil status, sexual orientation, disability, religion, ethnicity or political affiliation provided they meet the minimum requirement.**

Aspiring applicants must first Register Online using their Google Mail (GMAIL) at this link: <https://bit.ly/43hhDT0>

Submit the pertinent documents to Personnel Officer, Love L. Ricafort thru the Records Section not later than **March 10, 2025, until 5:00** in the afternoon. Download and affirm the **Checklist of Requirements** for the authenticity and veracity of the documents to be submitted.

To facilitate efficient processing, please ensure that all documents are sequenced and tabbed. Additional documents are welcome **only within the deadline** to be included in the review.

For guidance as to the criterion and computation of points, all interested applicants are enjoined to peruse the following references:

Positions	References
School Administration	DepEd Order No. 007, s. 2023
Teaching	DepEd Order No. 020, s. 2024

Below is the minimum qualification standard required for the said positions. Please be guided accordingly.



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QUALIFICATION STANDARD					
Position and Salary Grade	Education	Training	Experience	Eligibility	Competency (if applicable)
School Principal I/ SG 19	Bachelor's Degree in Elementary Education or Bachelor's Degree plus 18 Professional Units in Education	40 Hours Relevant Training	HT for 1 Year; or TIC for 2 Years; or MT for 2 Years; or TI for 5 Years	PBET/LET/TEACHER/ R.A. 1080	With Interpersonal, Managerial Functional and Technical Skills
Master Teacher I/ SG 18	Bachelor's Degree in Elementary Education or Bachelor's Degree Plus 18 Professional Units in Education and 18 Units for a Master's Degree in Education or its Equivalent	None Required	3 Years Relevant Experience	PBET/LET/RA 1080	Teaching

The schedule of the ranking and interview will be announced in a separate memorandum. For information and widest dissemination.

  
**MA. LIZA R. TABILON, EdD, CESO V**  
Schools Division Superintendent