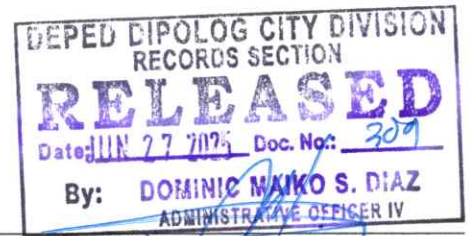




Republic of the Philippines  
**Department of Education**  
REGION IX – ZAMBOANGA PENINSULA  
SCHOOLS DIVISION OF DIPOLOG CITY



June 25, 2025

**DIVISION MEMORANDUM**

No. 209, s. 2025

**CALL FOR APPLICATIONS FOR RELATED TEACHING, NON-TEACHING, 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
Related Teaching	Guidance Counselor I	OSEC-DECSB-GUIDC1-570005-2008
	Guidance Counselor II	OSEC-DECSB-GUIDC2-570018-2016
		OSEC-DECSB-GUIDC2-570019-2016
		OSEC-DECSB-GUIDC2-570020-2016
		OSEC-DECSB-GUIDC2-570021-2016
		OSEC-DECSB-GUIDC2-570022-2016
	Education Program Supervisor	OSEC-DECSB-EPSVR-570004-2010
	Senior Education Program Specialist	OSEC-DECSB-SREPS-570064-2014
	Head Teacher I (Elementary)	OSEC-DECSB-HTEACH1-570021-2012
	Teacher II (Elementary)	OSEC-DECSB-TCH2-573165-1998
		OSEC-DECSB-TCH2-570014-2022



Address: Purok Farmers, Olingan, Dipolog City  
Email: [dipolog.city@deped.gov.ph](mailto:dipolog.city@deped.gov.ph)  
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Facebook: DepEd Tayo – Division of Dipolog City



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Teaching		OSEC-DECSB-TCH2-573154-1998 OSEC-DECSB-TCH2-573182-1998
	Teacher II (JHS - SICAYAB NHS)	OSEC-DECSB-TCH2-570373-2013
	Teacher III (Elementary)	OSEC-DECSB-TCH3-570222-2013 OSEC-DECSB-TCH3-573180-1998
	Teacher III (JHS) (PUNTA NHS, UDIS, ZNNHS-TURNO)	OSEC-DECSB-TCH3-570046-2012 OSEC-DECSB-TCH3-571763-2020 OSEC-DECSB-TCH3-573253-1998
	Master Teacher II (JHS – ZNNHS)	OSEC-DECSB-MTCHR2-570671-1998
	Master Teacher II (Elementary)	OSEC-DECSB-MTCHR2-570663-1998 OSEC-DECSB-MTCHR2-570659-1998
Non-Teaching	Medical Officer III	OSEC-DECSB-MDOF3-570003-2017
	Administrative Assistant III (Finance Related)	OSEC-DECSB-ADAS3-570073-2017 OSEC-DECSB-ADAS3-570072-2017

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/468sArG>**

Submit the pertinent documents to Personnel Officer, Love L. Ricafort thru the Records Section not later than **July 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.



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

Positions	References
Related Teaching	DepEd Order No. 007, s. 2023
Non-Teaching	
Teaching	DepEd Order No. 020, s. 2024

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

QUALIFICATION STANDARD					
Position and Salary Grade	Education	Training	Experience	Eligibility	Competency (if applicable)
Guidance Counselor II SG 12 Guidance Counselor I SG 11	Master's Degree in Guidance Counseling	None Required	None Required	RA 1080 (Guidance Counselor)	with physical, intellectual, emotional, social and moral aspects
Education Program Supervisor SG 22	Master's Degree in Education or Other Relevant Degree; Master's Degree with Specific Area of Specialization	8 Hours of Relevant Training	At Least 2 Years Experience as Principal or Head Teacher or Master Teacher	RA 1080 (Teacher)	Related Teaching
Senior Education Program Specialist SG 19	Bachelor's Degree in Education or Its Equivalent and Completion of Academic Requirements for Master's Degree Relevant to the Job	8 Hours of Relevant Training	2 Years Experience in Education, Research, Development, Implementation, Or Other Relevant Experience	RA 1080, Career Service (Professional) Appropriate Eligibility for Second Level Position	Related Teaching
Head Teacher I (Elementary) SG 14	Bachelor's Degree in Elementary Education or Bachelor's Degree Plus 18 Professional Education Units	24 Hours Relevant Training	TIC for 1 Year; or Teacher for 3 Years	PBET/LET/RA 1080	Teaching-Related





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<b>QUALIFICATION STANDARD</b>					
<b>Position and Salary Grade</b>	<b>Education</b>	<b>Training</b>	<b>Experience</b>	<b>Eligibility</b>	<b>Competency (if applicable)</b>
Teacher II (Elem) SG 12	Bachelor of Elementary Education (BEED) or Bachelor's Degree Plus 18 Professional Units in Education	None Required	1 Year Relevant Experience	PBET/LET	Teaching
Teacher II (JHS) SG 12	Bachelor of Secondary Education (BSEd) or Bachelor's Degree Plus 18 Professional Units in Education with Appropriate Major	None Required	1 Year Relevant Experience	PBET/LET	Teaching
Teacher III (Elem) SG 13	Bachelor of Elementary Education (BEED) or Bachelor's Degree Plus 18 Professional Units in Education	None Required	2 Years Relevant Experience	PBET/LET	Teaching
Teacher III (JHS) SG 13	Bachelor of Secondary Education (BSEd) or Bachelor's Degree Plus 18 Professional Units in Education with Appropriate Major	None Required	2 Years Relevant Experience	PBET/LET/RA 1080	Teaching
Master Teacher II (JHS) SG 19	Bachelor of Secondary Education (BSEd) or Bachelor's Degree Plus 18 Professional Units in Education; and 24 Units for a Master's Degree in Education or its Equivalent	4 Hours of Relevant Training	1 Year Master Teacher I or 4 Years Teacher III	PBET/LET	Teaching
Master Teacher II (Elem) SG 19	Bachelor of Elementary Education (BEED) or Bachelor's Degree Plus 18 Professional Units in Education; and 24 Units for a Master's Degree in	4 Hours of Relevant Training	1 Year Master Teacher I or 4 Years Teacher III	PBET/LET	Teaching



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QUALIFICATION STANDARD					
Position and Salary Grade	Education	Training	Experience	Eligibility	Competency (if applicable)
	Education or its Equivalent				
Medical Officer III SG 21	Doctor of Medicine	4 Hours of Relevant Training	At least 1 Year of Relevant Experience in the Practice of Medicine	RA 1080	Medical Knowledge
Administrative Assistant III SG 9	Completion of 2 Years in College	4 Hours of Relevant Training	1 Years Relevant Experience (Finance Related)	Career Service (Subprofessional) First Level Eligibility	Computer Literate

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

Ref: None  
Encl: None  
LLR/OSDS/PERSONNEL/Recruitment&Selection  
June 25, 2025



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