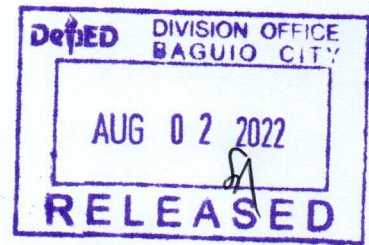




Republic of the Philippines  
**Department of Education**  
 CORDILLERA ADMINISTRATIVE REGION  
**SCHOOLS DIVISION OF BAGUIO CITY**



29 July 2022

**DIVISION MEMORANDUM**

No. 22, s. 2022

**SUBMISSION OF APPLICATION FOR, MASTER TEACHER II (SHS & ELEM.),  
 MASTER TEACHER I, TEACHER III (SHS, JHS & ELEM), and TEACHER I  
 (SHS & ELEM) POSITIONS**

TO : **ALL DIVISION CHIEFS  
 ALL INTERESTED AND QUALIFIED APPLICANTS  
 ALL OTHERS CONCERNED**

1. This is to inform all interested and qualified applicants of the following vacant positions at the Schools Division of Baguio City:

Position Title	Qualification Standards			
	Education	Experience	Training	Eligibility
(1) Master Teacher II	Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education; and 24 units for a Master's degree in Education or its equivalent	1 year as Master Teacher I or 4 years as Teacher III	4 hours of relevant training	RA 1080 (Teacher) LET/PBET
(3) Master Teacher I	Bachelor of Elementary Education (BEED), or Bachelor's degree plus 18 professional units in education; and 18 units for a Master's degree in Education or its equivalent	3 years relevant experience	None required	RA 1080 (Teacher) LET/PBET
(3) Teacher III	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	2 years relevant experience	None required	RA 1080 (Teacher)
(1) Teacher I	Bachelor of Elementary Education (BEEd) or Bachelor's degree plus 18 professional units in Education	None required	None required	RA 1080 (Teacher)
(2) Teacher III	Bachelor of Secondary Education (BSEd) or Bachelor's degree plus 18 professional units in Education with appropriate major	2 years relevant experience	None required	RA 1080 (Teacher)



"DepEd SDO Baguio City: We Serve, We Care."

Address: 82 Military Cut-off Road, Baguio City  
 Telephone/Fax: 074-442-4326 / 074-442-7819 | Email: depedbagueocity@gmail.com  
 Website: www.depedpines.com | Facebook Page: facebook.com/DepEdTayoBaguioCity



ISO 9001:2015 Certified  
 Quality Management System  
 CRN RU-19.2560.026  
 Issued on 12/27/2019





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**SCHOOLS DIVISION OF BAGUIO CITY**

(1) Teacher III (Senior High School)	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree plus at least 12 units towards Master's degree in relevant strand/subject	1 year of relevant teaching/industry work experience	4 hours of training relevant to the subject area of specialization	RA 1080 (Teacher)
(1) Teacher I (Senior High School)	Bachelor's degree with a major in the relevant strand/subject; or any Bachelor's degree with at least 15 units of specialization in the relevant strand/subject	None required	None required	RA 1080 (Teacher)

2. All interested and qualified applicants regardless of sex or gender orientation, age, civil status, religious affiliation, national origin, disability status, ethnicity or any other characteristics protected by law should signify their interest in their application letter together with complete documentary requirements on or before **August 9, 2022** at DepEd-Baguio Schools Division Office to be received at the Records Section (for MT position), and to the school where the vacancy exist (for T-III, T-II and T-I position).
3. The following required documents should be submitted in two (2) separate folders (1 original copy and 1 photocopy) which should be properly arranged and labeled:
  - a. Application Letter
  - b. Self Certification on the Authenticity and Validity of all documents submitted (Form to be downloaded at Depedpines.com)
  - c. Fully accomplished Personal Data Sheet (PDS) with recent passport size picture (CS Form No. 212 Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
  - d. Three (3) recent Performance Rating (CY 2018, 2019 and 2020);
  - e. Service Record duly signed by the Administrative Officer/Head of Office;
  - f. Certificate of Employment or Appointment or Contract of Service or Designation Order;
  - g. Authenticated Certificate of Eligibility/Rating/License;
  - h. Outstanding/meritorious accomplishments (Awards, Innovation, Research and Development Project, Publication/Authorship, Consultancy/Resource Speakership);
  - i. Authenticated Official Transcript of Records, with certification if completed academic requirements for Masters or Doctorate Degree;
  - j. Certificate of trainings and seminars attended relevant to the position;
  - k. Other pertinent documents based on Regional Memorandum No. 178, s. 2020.
4. **All applications submitted beyond August 9, 2022 will not be accepted.**
5. For any inquiries and clarifications, please visit Ms. Ma. Louella C. Moncada, HRMO at the Personnel Section.
6. For information and guidance.

**FEDERICO P. MARTIN, EdD, CEEd, CESO V**  
 Schools Division Superintendent



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