



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

01 March 2023

DIVISIONAL MEMORANDUM
No. 072 , s. 2023

**CONDUCT OF SELECTION FOR MASTER TEACHER II, MASTER TEACHER I,
AND TEACHER III IN ELEMENTARY LEVEL**

To : Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public Schools District Supervisor
Public Elementary and Secondary School Heads
All others concerned
This Division

1. This Office announces the Conduct of Selection for **Master Teacher II, Master Teacher I, and Teacher III** positions.
2. The selection for the said positions shall be based on MEC Order 10, s. 1979 for Master Teacher and DepEd Order 66, s. 2007 for Teacher III using the following qualification standard per CSC QS Manual (1997), as follows:

Position	SG	Education	Training	Experience	Eligibility
Master Teacher II (Elementary)	19	Bachelor in Elementary Education (BEED) OR BS plus 18 professional units in Education and 24 units for a MAED or its equivalent	4 Hours of relevant training	1 year as Master Teacher I or 4 years as Teacher III	RA 1080 LET/PBET
Master Teacher I (Elementary)	18	Bachelor in Elementary Education (BEED) OR BS plus 18 professional units in Education and 18 units for a MAED or its equivalent	None Required	3 years of relevant experience	RA 1080 LET/PBET
Teacher III (Elementary)	13	Bachelor in Elementary Education (BEED) or Bachelor's degree plus 18 professional units in Education	None Required	2 years of relevant experience	PBET/LET



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: deped1miz@gmail.com

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3. All interested applicants shall submit the following documentary requirements to the designated officer, to perform the function of receiving application documents, on or before the deadline indicated in the memorandum:

- a. Letter of intent addressed to the Head of Office, or to the authorized officer designated by the Head of Office;
- b. Duly accomplished PDS (CS Form No. 212, Revised 2017) with Work Experience Sheet;
- c. Authenticated copy of Certificate of Eligibility/Rating/License/ID;
- d. Authenticated copy scholastic/academic record, such as but not limited to Transcript of Records (TOR) and Diploma;
- e. Photocopy of Service Record or Certificate of Employment, if applicable;
- f. Photocopy of Certificates of Training, if applicable;
- g. Photocopy of the Performance Rating covering three (3) years performance, if applicable;
- h. Omnibus Sworn Statement;
- i. Checklist of Requirements;
- j. Other documents as maybe required.

4. The application documents shall be submitted on or before **March 10, 2023** to this Office, addressed to **JEAN G. VELOSO, Schools Division Superintendent, Department of Education, Schools Division of Ozamiz City**, through the HRMO, for initial evaluation. Schedule of activities shall be announced in separate memorandum.

5. Applicants of the previous ranking for the said position may submit letter of intent, with additional documents, if any, for updating of points.

6. All vacant positions shall be open to all qualified applicants regardless of age, gender, civil status, disability, religion and ethnicity.

7. Immediate dissemination and compliance of this Memorandum is enjoined.

JEAN G. VELOSO
Schools Division Superintendent

AIS/DM – Conduct of Selection for MT II, MT I AND T III
/March 1, 2023



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