



DIVISION MEMORANDUM

No. 500, s. 2014

OCT 10 2014

**ANNOUNCING THE SCHEDULE OF INTERVIEW OF APPLICANTS
 FOR EPS/ PSDS/ SCHOOL HEAD POSITIONS**

To: Assistant Superintendents
 Education Supervisors/Coordinators
 District Supervisors/OICs/Caretakers
 Elementary and Secondary School Heads

1. The field is hereby informed that the interview of applicants for Education Program Supervisor (EPS), Public Schools District Supervisor (PSDS) and School Head positions will be conducted on the following dates and venues, to wit:

POSITION	DATE	VENUE	PANEL
TIC (Elem)	November 6, 2014 for 1 st and 2 nd congressional districts including Aloguinsan and Pinamungajan Districts	<i>For Elementary-Minglanilla CS</i> <i>For Secondary-Lipata CES</i>	Dr. Gladys Balagtas, OIC-PSDS Mrs. Virginia Cayon, OIC-PSDS Mrs. Violeta Gonzaga, P2 (President, Elementary Principal's Association)
TIC (Sec)			Dr. Corazon Pumar, Div. Coor. Mrs. Hermogena Miranda, Div. Coor. Mr. Ronil Manayon, Div. Coor. Mrs. Candida Purgatorio, P1 President, Secondary Principal's Association)
HT-I to HT-III (Elem)	November 7, 2014 for 3 rd , 4 th , 5 th and 6 th congressional districts	<i>For Elementary-Consolacion CS</i> <i>For Secondary-Consolacion NHS</i>	Mrs. Juvimar Montolo, PSDS Mrs. Glenna Plarisan, Div. Coor. Mr. Isaiash Wagas, Div. Coor.
HT-I to HT-VI (Sec)			Dr. Gerardo Mantos, Div. Coor. Mrs. Araceli Cabahug, Div. Coor. Mrs. Rosemary Oliverio, Div. Coor.
P-I to P-IV (Elem)			Mrs. Jane Gurrea, EPS Dr. Pamela Rodemio, EPS Mrs. Rosanna Godinez, PSDS
P-I to P-IV (Sec)			Mrs. Evelyn Balang, EPS Mrs. Ma. Elena Paras, PSDS Mrs. Nenita Jaralve, Div. Coor.

District Supervisor	November 11, 2014	Division Office	Mr. Roseller N. Gelig, ASDS Mrs. Rosanna U. Godinez, PSDS Mrs. Ma. Elena Paras, PSDS Mrs. Juvimar Montolo, PSDS Representative of the PSDS Association
Education Program Supervisor			Dr. Leah Noveras, ASDS Dr. Mary Ann Flores, EPS Dr. Pamela Rodemio, EPS Mrs. Jane O. Gurrea, EPS Mrs. Evelyn F. Balang, EPS

2. The qualification of applicants for HT-I to HT-VI and P-II to P-IV positions, both Elementary and Secondary shall follow the qualification standards set forth by DepEd Order No. 39, s. 2007 (Modified Qualification Standards for the Positions of Head Teachers and Principals). For TIC and P-I positions, the qualification standards stipulated in DepEd Order No. 42, s. 2007 (The Revised Guidelines in the Selection, Promotion and Designation of School Heads) shall be observed.
3. Applicants for School Head Positions shall be ranked according to criteria specified in DO No. 42, s. 2007.
4. Applicants for the positions of Public Schools District Supervisor (PSDS) and Education Program Supervisor (EPS) shall follow the qualification standards expressed in CSC 2007 QS and CSC Resolution No. 1000275, dated November 2, 2010, respectively. For purpose of determining the qualified applicants for PSDS position, the term "related experience" shall be understood as "the experience of the applicant gained as District OIC or District Caretaker", as per PSB Resolution No. 28 s. 2012.
5. Applicants to PSDS and EPS positions shall be rated, according to the criteria laid down in DepEd Order No. 66, s. 2007 (Revised Guidelines on the Appointment and Promotion of Other Teaching, Teaching Related and Non-Teaching Positions).
6. Interested applicants are directed to bring the original and certified photo copies of following pertinent documents during the interview:
 - a. PASSA for incumbent School Heads or RPAST for Teachers in the last three rating periods. (For teachers: 1st and 2nd sem SY 2013-2014 and 1st sem SY 2014-2015; For incumbent School Head: 1st and 2nd sem CY2013 and 1st sem CY 2014)
 - b. Latest Appointment
 - c. Updated Service Records
 - d. Certificate of outstanding accomplishment
 - e. NQESH Result (for applicants to P-I position only)
 - f. Transcript of Records
7. Request for special interview is discouraged.

8. This Memorandum shall serve as Travel Order of the applicants and the members of the different Screening Committees.
9. Immediate dissemination of this Memorandum is directed.


ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent

ADM/rng14

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