



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division  
Superintendent**

07 OCT 2022

DIVISION MEMORANDUM

No. 785, s. 2022

ANNOUNCING THE VACANT POSITION FOR  
EDUCATION PROGRAM SPECIALIST II  
(Monitoring and Evaluation)

TO: OIC – Asst. Schools Division Superintendents  
Chief Education Supervisors  
Education Program Supervisors/Coordinators  
Public Schools District Supervisors/District-In-Charge  
Public Elem./Secondary Schools Administrators  
Teaching/Non-Teaching Personnel

1. This Office hereby announces the vacancy for the position of Education Program Specialist II (Monitoring and Evaluation) – SG 16, with the following minimum qualification requirements:

<i>Education</i>	:	Bachelor's degree in Education or its equivalent
<i>Experience</i>	:	2 years experience in education research, development, implementation or other relevant experience
<i>Training</i>	:	4 hours of relevant training
<i>Eligibility</i>	:	PBET; Teacher Career Service (Professional) Appropriate Eligibility for Second Level Position

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 in one (1) folder on or before **October 24, 2022** at DepEd-Negros Oriental Schools Division Office to be received at the Records Section:

- a) Duly accomplished Personal Data Sheet (CS Form No. 212, Revised 2017) with Work Experience Sheet;



**Address:**Kagawasan Avenue, Capitol Area, Daro, Dumaguete City  
**Telephone Nos.:**(035)225-2838 / 225-2376 / 422-7644  
**Email Address:**negros.oriental@deped.gov.ph

- b) Photocopy of Certificate of Eligibility/ Rating/ License;
  - c) Photocopy of scholastic/academic record, such as but not limited to Transcript of Records (TOR) and Diploma;
  - d) Photocopy of Service Record or Certificate of Employment;
  - e) Photocopy of Certificates of Training;
  - f) Photocopy of three (3) recent Performance Rating (CY 2019, 2020 and 2021) covering one (1) year performance per rating;
  - g) Omnibus Sworn Statement duly signed by the applicant;
  - h) Checklist of Requirements; and
  - i) Other documents as may be required.
3. **DepEd Order No. 66, s. 2007** shall be the basis for evaluation of these papers.
  4. No further documents shall be accepted after October 24, 2022.
  5. Written examination and interview of qualified applicants for the vacant position shall be announced in a separate memorandum.
  6. For any inquiries and clarification, please visit Ms. Jian A. Diaz, HRMO at the Personnel Section or contact her at (035)422-0267.
  7. It is desired that this Memorandum be given widest dissemination.

*M. Paulin*  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

*10/7/22*

SPP/NLR-JMA-MKP/AdS/LBY/jcadiante  
October 6, 2022



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