



Republic of the Philippines
Department of Education
Region X
DIVISION OF TANGUB CITY

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DIVISION OF TANGUB CITY
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DIVISION MEMORANDUM
No. 166, s. 2016

TO: Curriculum and Implementation Division
School Governance and Operations Division
Office of the Schools Division Superintendent
Coordinating Principals
Principals, Head Teachers, TICs
Elementary

From: *for: Margarita T. Gazo*
VICTORIA V. GAZO, Ph. D., CESO V
Schools Division Superintendent

SUBJECT: DIVISION RANKING TO OCCUPY MASTER TEACHER II POSITION

Date: August 23, 2016

1. Pursuant to MEC Order No. 10, s. 1979 & DECS Order No. 57, s. 1997, entitled "Criteria for Master Teacher Position, Credit Points for Leadership Potential and Accomplishment," a Division ranking will be open to qualified applicants to occupy a vacant Master Teacher II position.
2. Interested qualified applicants are to submit the following to be earmarked as follows for easy identification and perusal:
 - a. Certified xerox copy of Appointment
 - b. Updated Service Record
 - c. Certified Xerox copy of Approved Performance Rating (last 3 years)
 - d. Transcript of Records
 - e. Trainings/Seminars attended
 - f. Demonstration Teaching
 - g. Leadership, Potential and Accomplishment supporting documents
3. Deadline of submission of pertinent papers will be on September 2, 2016 and schedule for interview is on September 6, 2016.
4. Immediate dissemination of this Memorandum is desired.