



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL



16 November 2021

Regional Memorandum

COMPETENCY PROFILING FOR SCHOOLS DIVISION SUPERINTENDENTS

To **Schools Division Superintendents**
All Others Concerned

1. The Regional Search Committee (RSC) shall conduct a competency profiling for the position of Schools Division Superintendent.
2. Applicants in this competency profiling must be full-fledged Assistant Schools Division Superintendents who possess any of the following eligibilities:
 - a. Educational Management Team (EMT) passer with Career Executive Service Officer (CESO) rank
 - b. EMT passer with Career Executive Service Eligibility (CESE)
 - c. EMT passer with ongoing CES eligibility process
 - d. CESE or CESO only
3. Interested applicants shall submit the following on or before December 15, 2021:
 - a. Letter of intent;
 - b. Duly filled up Form 212 (Personal Data Sheet);
 - c. Copy of CES Eligibility from the Career Executive Service Board and/or Certificate of Passing the EMT from DepEd Central Office;
 - d. Certificate of No Pending Administrative or Criminal Case; and
 - e. Recommendation from his/her Schools Division Superintendent
4. The competency profiling shall be done in three (3) stages. the schedule of these screening process shall be announced in separate issuance.
5. Thereafter, a background investigation of the shortlisted applicants shall be conducted to validate the applicants' track record, work attitude and moral integrity.



"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

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6. For queries, please contact **Mrs. Ann GERALYN T. PELIAS**, Chief Administrative Officer through email: rsc.calabarzon@deped.gov.ph.
7. For immediate and widest dissemination.



FRANCIS CESAR B. BRINGAS
Regional Director



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