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