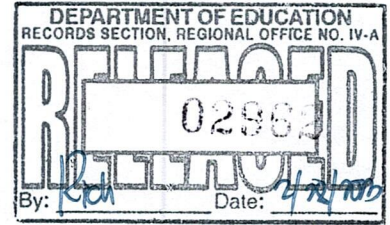




Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON



22 February 2023

**Regional Memorandum**

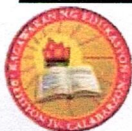
No.108 s.2023

**ADDENDUM TO REGIONAL MEMORANDUM NO. 96, s. 2023  
RE ANNOUNCEMENT OF VACANCIES**

To **Regional Office Officials and Employees  
Schools Division Superintendents  
All Others Concerned**

1. In reference to Regional Memorandum No. 96, s. 2023 re Announcement of Vacancies, the preferred additional qualification requirements are hereby added for positions as follows:

Position	Functional Division Assignment	Preferred Additional Qualification Requirements
Education Program Supervisor	Quality Assurance Division (QAD)	<ul style="list-style-type: none"><li>✓ With specialization in English</li><li>✓ With background on Quality Management System</li><li>✓ With relevant training on assessment, monitoring and evaluation</li></ul>
Project Development Officer IV	Education Support Services Division (ESSD)	<ul style="list-style-type: none"><li>✓ Experience in Regional Risk Management and Quality Management Systems</li><li>✓ Technical know-how of the project management information system</li><li>✓ Experience in events management</li><li>✓ Planning and Operationalization of education support services</li></ul>

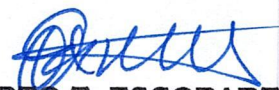



**Address:** Gate 2, Karangalan Village, Cainta, Rizal  
**Telephone Nos.:** 02-8682-5773/8684-4914/8647-7487  
**Email Address:** region4a@deped.gov.ph  
**Website:** depedcalabarzon.ph



		<ul style="list-style-type: none"> <li>✓ Wide experience in handling Regional Risk and Disaster Management</li> <li>✓ Establish linkages and stakeholders' partnership</li> <li>✓ Experience in Establishment of School Safety Plan</li> <li>✓ Involvement in the strategic planning of the program and projects of the ESSD</li> </ul>
--	--	---

2. Other provisions in the previous Memorandum are still in effect.
3. Wide and immediate dissemination of this Memorandum is desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
 Regional Director

  
 ROA/P1





Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON

---

February 21, 2023

**CHERRYLOU D. REPIA**

Assistant Regional Director  
Chair, HRMPSB

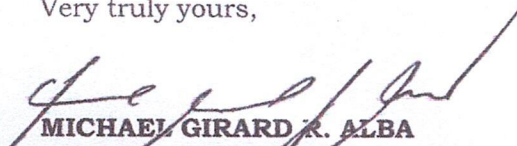
Madam:

Relative to the hiring of Project Development Officer IV of the Education Support Services Division, the undersigned is requesting the inclusion of the preferred additional qualifications standards which are necessary and vital to ensure the effective and efficient delivery of education support services to wit:

- a. Experience in Regional Risk Management and Quality Management Systems
- b. Technical know-how of the project management information system.
- c. Experience in events management
- d. Planning and Operationalization of education support services
- e. Wide experience in handling Regional Risk and Disaster Management
- f. Establish Linkages and stakeholders' partnerships.
- g. Experience in the Establishment of School Safety Plan
- h. Involvement in the strategic planning of the program and projects of ESSD.

It is hoped that this will merit the kind approval of the request.

Very truly yours,



**MICHAEL GIRARD R. ALBA**

Chief – Education Support Services Division



Address: Gate 2, Karangalan Village, Cainta, Rizal  
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487  
Email Address: region4a@deped.gov.ph  
Website: depedcalabarzon.ph



ESSD-RL01-2023-56



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DEPARTMENT OF EDUCATION in the CSC website:

**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

Date: February 13, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Education Program Supervisor <i>with Specialization in English</i>	OSEC-DECSB-EPSVR-270002-2010 <b>QAD</b>	22	71511	Master's Degree in Education or other relevant Master's Degree with specific area of specialization	8 hours of relevant training	2 years as Principal; or 2 years as Head Teacher; or 2 years as Master Teacher	RA 1080 (Teacher)		DepEd Regional Office IV-A CALABARZON, Cainta, Rizal
2	Project Development Officer IV	OSEC-DECSB-PDO4-270011-2015	22	71511	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility		DepEd Regional Office IV-A CALABARZON, Cainta, Rizal

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than February 24, 2023.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017), and additional sheet/s for Work Experience which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. Please refer to [depedcalabarzon.ph](http://depedcalabarzon.ph) website under Issuances, for additional requirements and other details.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

**ATTY. ALBERTO T. ESCOBARTE, CESO II**

Regional Director

DepEd Region IV-A CALABARZON, Gate 2 Karangalan Village, Cainta, Rizal

[hrmpsb.calabarzon@deped.gov.ph](mailto:hrmpsb.calabarzon@deped.gov.ph)

The Department of Education, Region IV-A CALABARZON adheres to the "Equal Employment Opportunity Principle (EEOP)". All qualified applicants are welcome to apply regardless of age, gender, civil status, disability, religion, ethnicity, social status, income, class or political affiliation.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.