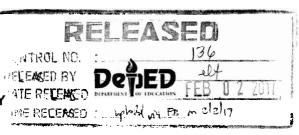


## Republic of the Philippines Department of Education Region VII, Central Visayas DIVISION OF DUMAGUETE CITY Dumaguete City



February 1, 2017

**DIVISION MEMORANDUM** 

No. 38 , s. 2017

**RANKING OF APPLICANTS / CANDIDATES FOR VACANT POSITION** 

TO: ASDS

Chief, CID Chief, SGOD

Division and District Supervisors

Public Elementary and Secondary School Heads

Administrative Officer V and Section Chiefs

Teaching and Non-Teaching Personnel

All Concerned

- 1. This Office announces the acceptance of application for Medical Officer III, Nurse II, Guidance Counselor II and Administrative Assistant I.
- 2. The preferred qualification standards for the said positions are as follows:

Position Title	Educational Requirement	Experience Requirement	Training Requirement	Eligibility
Medical Officer III	Doctor of Medicine	2 years relevant experience	50 hours relevant training	R.A. 1080
Nurse II	Bachelor of Science in Nursing (MA units 36, passed the comprehensive exam)	2 years relevant experience	48 hours relevant training (DNA Conventions, League of Phil. Government Nurses Association)	R.A. 1080 (Registered Nurse)
Guidance Counselor II	AB/BS Psychology with 21 units in MA in Guidance	5 years experience	Relevant training	Licensed/Registered Guidance Counselor
Administrative Assistant I	Completion of at least 2 years of college with 15 units of accounting	1 year relevant experience	4 hours relevant training	Career Services (Sub- professional) First Level Eligibility

- 3. Those who are interested and qualified are advised to submit the following pertinent papers not later than February 20, 2017 5:00PM:
  - a. Letter of intent (To be sent to <a href="mailto:dumaguete.city@deped.gov.ph">dumaguete.city@deped.gov.ph</a>)
  - b. Curriculum Vitae
  - c. Transcript of Records
  - d. Performance rating for the last three (3) rating periods.
  - e. Innovation / Research and Development Projects.
  - f. Publication
- 4. The schedule for evaluation of documents and personal interview of applicants will be on March 3, 2017 9:00AM.
- Wide and immediate dissemination of this Memorandum is desired.

EVANGEL M. LUMINARIAS, Ph.D., CESO V Schools Division Superintendent