



Department of Education
Region X-Northern Mindanao
DIVISION OF ILIGAN CITY



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VACANCY ANNOUNCEMENT

DIVISION	Division of Iligan City	
UNIT/OFFICE/SCHOOL	Iligan City East National High School	
POSITION PROFILE		
Position:	Assistant School Principal I	Salary Grade: 18 Annual Salary: Php 401,424.00
Item No:	OSEC-DECSB-ASP1-660003-2010	
Reports to:	Principal	
CORE COMPETENCIES		
<ul style="list-style-type: none"> •Self- Management •Professionalism and ethics •Result focus •Teamwork •Service orientation •Innovation 		
QUALIFICATION		
Education	Bachelor's degree in Education or its equivalent with major and minor, or Bachelor's degree in Arts and Sciences with at least ten (10) units in professional education	
Experience	1 year relevant experience	
Training	4 hours relevant training	
Eligibility	PBET, Teacher LET/RA 1080	

APPLICATION PROCEDURE

1. **Register** and apply for a position at DepEd Iligan Electronic Database of Applicants by visiting <http://tinyurl.com/depedigneda>.
2. **Submit** the following documentary requirements in a plastic folder with fastener to the **Records Section** on or before **December 9, 2016, Friday**:
 - a. Letter of Intent (addressed to the Schools Division Superintendent). Kindly include the position with the corresponding office you are applying for.
 - b. Duly accomplished Personal Data Sheet (CSC Form 212)
 - c. Curriculum Vitae
 - d. Photocopy of Certificate of Eligibility
 - e. Photocopy of the Performance Ratings for the last three (3) rating periods from January 2013 onwards
 - f. Photocopy of Certificate of relevant experience
 - g. Photocopy of Certificate of outstanding accomplishments
 - h. Photocopy of latest transcript of Records
 - i. Photocopy of Certificate of relevant training and seminars attended
3. Applicants are expected to:
 - Bring all original documents for verification purposes; and
 - Submit one set of documents for every position he/she is applying for.

RANDOLPH B. TORTOLA, CESO V
Schools Division Superintendent