



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF IMUS CITY

12 JAN. 2026

DIVISION MEMORANDUM

No. 014 S. 2026

CALL FOR APPLICATIONS FOR VARIOUS TEACHING POSITIONS

TO: OIC-Assistant Schools Division Superintendent
OIC-CID Chief
OIC-SGOD Focal Person
Education Program Supervisor
Public Elementary and Secondary School Heads
All Others Concerned

1. In fulfillment of the Agency's commitment to equality, fairness and transparency, this Office announces the acceptance of applications for various teaching positions based on **DepEd Order No. 19, s. 2025** and **DepEd No. 20, s. 2024**. The qualification standards for the said positions is attached.

2. All qualified applicants shall submit the following documents in hard copy together with the MOVs for the PPST NCOIs, to the Records Section on or before January 23, 2026, 5:00 p.m. only and shall register on this link: <https://tinyurl.com/TeaProm-2026>.

3. To ensure uniformity, the following documentary requirements must be arranged and labeled to facilitate assessment and evaluation of documents:

Mandatory Requirements:

PART I:

- A.** Letter of intent addressed to the SDS containing the following information:
 - i. Statement of purpose/expression of interest and position applying for
- B.** Duly accomplished PDS (CSC Form No. 212, Revised 2017) with Work Experience Sheet;
- C.** Photocopy of valid and updated PRC license, if applicable;
- D.** Photocopy of Certificate of Eligibility/Report of Rating, if applicable
- E.** Photocopy of latest appointment;
- F.** Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form pursuant to RA No. 10173 (Data Privacy Act of 2012), using the attached form (Annex C), sworn before a public officer authorized to administer oaths pursuant to Section 41 of EO No. 292, as amended by RA No. 6733 and as further amended by RA No. 10755;

PART II: See enclosure No. 1



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4. The **Checklist of Requirements and Omnibus Sworn Statement** on the Certification on the Authenticity and Veracity (CAV) shall no longer be required to be **notarized** as stated in **paragraph No. 10 of Deped Order No. 21, s. 2024** (Amendments to Deped Order No. 7, s, 2023), however, it shall be required to be sworn before any public officer authorized to administer oath pursuant to Republic Act 10755.

5. Follow the prescribed color coding for expanded folders containing the documentary requirements to be submitted. Additionally, ensure that each folder has an ear tag indicating the title of the mandatory documents.

- a. Master Teacher II - green
- b. Master Teacher I - red
- c. Teacher III/SPET I - yellow
- d. Teacher II - orange

6. **Please refer to Enclosure No. 2 for the complete list of vacancies and their respective Qualification Standards.**

7. **Deped Order 20, s. 2024** shall be used in the evaluation of documents and shall be assessed using the following criteria:

Criteria	Maximum Points Possible
a. Education	10
b. Training	10
c. Experience	10
d. Performance	30
e. PPST COIs (Classroom Observation)	25
f. PPST NCOIs (Portfolio Annotations and BEI)	15
TOTAL	100

8. The timeline for the hiring and selection process for the said positions are indicated below:

Date	Activity	Person Responsible
January 12 to 23, 2026	Submission and receipt of applications	Applicants and Records Section
January 26-30, 2026	Encoding of details of applicants to the Initial Evaluation Result (IER)	Secretariat
February 2-6, 2026	Conduct of initial evaluation of documents vis-à-vis qualification standards and evaluation of application documents	HRMO
To be announced	Classroom observation	Sub-committee
	Portfolio Annotation and BEI	Sub-committee
	Open ranking	HRMPSB
	Preparation of Comparative Assessment Result	HRMPSB

	Release of Comparative Assessment Result	HRMPSB
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9. Only application documents submitted on or before the deadline shall be evaluated and no additional documents shall be honored thereafter.

10. All documents of teacher applicants must undergo thorough review by the School Head or a member of the Sub-Committee of the said school.

11. Sub-committee for the evaluation of Performance Requirement, Classroom Observation, Portfolio Annotation and Behavioral Event Interview will be announced in a separate memorandum.

12. The Comparative Assessment Result (CAR) shall contain only the candidates for appointment who met the cut-off score of 50 points.

13. The Department of Education-Schools Division of Imus City adheres to the Equal Employment Opportunity Principle (EEO) in Human Resource Management System. All qualified applicants are encouraged to apply regardless of age, gender, civil status, disability, religion, ethnicity, social status, income, class or political affiliations.

14. Pursuant to RA 8972 or the "Electronic Commerce Act of 2000", online submission of electronic copies of the documentary requirements to be submitted may be allowed, subject to the submission of the hard copies upon request for the purpose of verification.

15. Expenses relative to the said activity shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

16. For queries and clarifications, you may contact Ms. Marilyn O. Anglo, HRMO at (046) 4198450 local 206.

17. Immediate and wide dissemination of this Memorandum is desired.



Digitally signed by
Mendoza Homer
Napenas
Date: 2026.01.12
06:25:18 +08:00

HOMER N. MENDOZA

Assistant Schools Division Superintendent
Officer-in-Charge
Schools Division Superintendent

Encl.: Checklist, MOVs, List of Vacancies and QS

Reference: DO 19, s. 2025 & DO 20, s. 2024

To be indicated in the Perpetual Index

under the following subjects:

ASSESSMENT
TEACHERS
SELECTION



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON
 SCHOOLS DIVISION OF IMUS CITY

Enclosure No. 2 to DM No. 014, s. 2026_

**List of Vacancies and Amended Qualification Standards
 (Teaching Positions)**

Position Title	Salary Grade	Monthly Salary	Qualification Standards				Performance Requirements	Remarks (No. of Positions)
			Education	Training	Experience	Eligibility		
Junior High School								
Master Teacher II	19	56,390	Master's degree in Education or Educational Leadership or Educational Management or relevant subject or learning area	24 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development	5 years teaching experience and 1 year relevant experience in instructional supervision and technical assistance to teachers	RA 1080, as amended (Teacher-Secondary)	At least 10 Highly Proficient COIs at Outstanding; At least 5 Highly Proficient NCOIs at VS and 5 Highly Proficient NCOI's at Very Satisfactory	Gen. Emilio Aguinaldo NHS-2



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				program for Career Stage II (Highly Proficient Teacher)				
Master Teacher I	18	51,304	Master's degree in Education or Educational Leadership or Educational Management or relevant subject or learning area	24 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage II (Highly Proficient Teacher)	5 years teaching experience	RA 1080, as amended (Teacher-Secondary)	21 Proficient COIs at Outstanding; 8 Proficient NCOIs at VS and 8 Proficient NCOIs at Outstanding	Gen. Emilio Aguinaldo NHS-2 Imus NHS-3 Total= 5
Special Education Teacher I	14	37,024	Bachelors Degree in Education with Specialization in Special Education; or Bachelors	None Required	None Required	RA 1080 (Teacher-Secondary) RA 1080 (Teacher-	21 Proficient COIs at Very Satisfactory; and 16 Proficient NCOIs at VS	Gen. Emilio Aguinaldo NHS-2 Elem-1

			Degree in Education with 18 units MA-SPED			Elementary) RA 1080 (Teacher-Secondary)		Gov DM-1 Total=4
Teacher II (4)	12	32,245	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	8 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	1 year teaching experience	RA 1080, as amended (Teacher-Secondary)	At least 6 Proficient COIs at Very Satisfactory; At least 4 Proficient NCOIs at VS	Gen. Emilio Aguinaldo NHS-4 Imus NHS-6 Total -10
Elementary								
Master Teacher II	19	56,390	Master's degree in Education or Educational Leadership or Educational Management or relevant subject or learning area	24 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional	5 years teaching experience and 1 year relevant experience in instructional supervision and	RA 1080, as amended (Teacher-Elementary/Secondary)	At least 10 Highly Proficient COIs at ;Outstanding At least 5 Highly Proficient NCOIs at VS and 5 Highly Proficient NCOI's at Very Satisfactory	2

				Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage II (Highly Proficient Teacher)	technical assistance to teachers			
Master Teacher I	18	51,304	Master's degree in Education or Educational Leadership or Educational Management or relevant subject or learning area	24 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization and 8 hours of training in Instructional Supervision acquired within the last 5 years; or Completion of NEAP-requisite professional development program for Career Stage II (Highly Proficient Teacher)	5 years teaching experience	RA 1080, as amended (Teacher-Elementary/Secondary)	21 Proficient COIs at Outstanding; 8 Proficient NCOIs at VS and 8 Proficient NCOIs at Outstanding	2

Teacher II	12	32,245	Bachelor's degree in Education; or Bachelor's degree in relevant subject or learning area with at least 18 professional units in Education	8 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	1 year teaching experience	RA 1080, as amended (Teacher-Elementary/Secondary)	At least 6 Proficient COIs at Very Satisfactory; At least 4 Proficient NCOIs at VS	10
Senior High School								
Teacher III (Academic and Core Subjects)	13	34,421	Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 12 units towards Master's degree in the relevant strand/subject plus 18 professional	16 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy, Subject Specialization acquired within the last 5 years	2 years experience in teaching or industry work in relevant strand/subject	RA 1080, as amended (Teacher-Secondary) for permanent appointments	At least 12 Proficient COIs at Very Satisfactory; At least 8 Proficient NCOIs at VS	2

			<p>units in Education</p> <p>Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 12 units towards Master's degree in the relevant strand/subject</p>					
Arts and Design Track			<p>Bachelor's degree in Music, or Arts or Fine Arts, or Interior Design or Architecture or Theatre or Performing Arts or Media Arts or Literature or Fashion Design or</p>	<p>16 hours of relevant training in Music, or Arts or Fine Arts, or Interior Design or Architecture or Theatre or Performing Arts or Media Arts or Literature or Fashion Design or Photography or other allied courses under</p>	<p>2 years relevant experience in teaching or industry work in any of the ff. fields: Music, Arts, Fine Arts, Interior</p>			

		<p>Photography or other allied courses plus 18 professional units in Education; or any Bachelor's degree plus Diploma/Certificate in any of the relevant fields, and 18 professional units in Education</p> <p>Bachelor's degree in Music, or Arts or Fine Arts, or Interior Design or Architecture or Theatre or Performing Arts or Media Arts or Literature or Fashion Design or Photography or other allied; or any Bachelor's</p>	<p>relevant strand/subject acquired within the last 5 years</p>	<p>Design, Architecture, Theatre, Performing Arts, Media Arts, Literature, Fashion Design, Photography or other allied fields</p>			
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			degree plus Diploma/Certificate in any of the relevant fields					
Sports Track			<p>Bachelor's degree with a major in field (s) under the Sports Track plus 18 professional units in Education; or any Bachelor's degree with at least 15 units of specialization in the relevant field(s) under the Sports Track plus 18 professional units in Education</p> <p>Bachelor's degree with a major in field (s) under the Sports Track or any Bachelor's</p>	16 hours of training in Curriculum and Instruction of relevant field (s) under Sports Track acquired within the last 5 years	2 years experience in teaching or industry work in the relevant field(s) under Sports Track			

			degree with at least 15 units of specialization in the relevant field(s) under the Sports Track					
TVL			Bachelor's degree relevant to the area of specialization plus 18 professional units in Education; or any Bachelor's degree and completion of technical-vocational course(s) in the area of specialization plus 18 professional units in Education	National Certificate (NC) II and Trainer's Methodology Certificate (TMC) I in relevant technical-vocational course(s) in the area of specialization	2 years experience in teaching or industry experience in relevant strand/area of specialization			
Teacher II (Academic and Core	12	32,245	Bachelor's degree with a major in the relevant strand/subject plus 18	8 hours of training in any of or a cumulative of the ff: Curriculum, Pedagogy,	1 year experience in teaching or industry	RA 1080, as amended (Teacher-Secondary) for	At least 6 Proficient COIs at Very Satisfactory; At least 4 Proficient NCOIs at VS	1

<p>Subject s)</p>			<p>professional units in Education; or any Bachelor's degree with at least 6 units towards Master's degree in the relevant strand/subject plus 18 professional units in Education</p> <p>Bachelor's degree with a major in the relevant strand/subject plus 18 professional units in Education; or any Bachelor's degree with at least 6 units towards Master's degree in the relevant strand/subject</p>	<p>Subject Specialization acquired within the last 5 years</p>	<p>work in relevant strand/subject</p>	<p>permanent appointments</p> <p>None required for provisional and contractual appointments)</p>		
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<p>Arts and Design Track</p>			<p>Bachelor's degree in Music, or Arts or Fine Arts, or Interior Design or Architecture or Theatre or Performing Arts or Media Arts or Literature or Fashion Design or Photography or other allied courses plus 18 professional units in Education; or any Bachelor's degree plus Diploma/Certificate in any of the relevant fields, and 18 professional units in Education</p> <p>Bachelor's degree in Music, or Arts or Fine Arts,</p>	<p>8 hours of relevant training in Music, or Arts or Fine Arts, or Interior Design or Architecture or Theatre or Performing Arts or Media Arts or Literature or Fashion Design or Photography or other allied courses under relevant strand/subject acquired within the last 5 years</p>	<p>1 year relevant experience in teaching or industry work in any of the ff. fields: Music, Arts, Fine Arts, Interior Design, Architecture, Theatre, Performing Arts, Media Arts, Literature, Fashion Design, Photography or other allied fields</p>			
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			<p>or Interior Design or Architecture or Theatre or Performing Arts or Media Arts or Literature or Fashion Design or Photography or other allied; or any Bachelor's degree plus Diploma/Certificate in any of the relevant fields</p>					
Sports Track			<p>Bachelor's degree with a major in field (s) under the Sports Track plus 18 professional units in Education; or any Bachelor's degree with at least 15 of specialization in the relevant field(s) under</p>	<p>8 hours of training in Curriculum and Instruction of relevant field (s) under Sports Track acquired within the last 5 years</p>	<p>1 year experience in teaching or industry work in the relevant field(s) under Sports Track</p>			

			<p>the Sports Track plus 18 professional units in Education</p> <p>Bachelor's degree with a major in field (s) under the Sports Track or any Bachelor's degree with at least 15 of specialization in the relevant field(s) under the Sports Track</p>					
TVL			<p>Bachelor's degree relevant to the area of specialization plus 18 professional units in Education; or any Bachelor's degree and completion of technical-vocational course(s) in</p>	<p>National Certificate (NC) II and Trainer's Methodology Certificate (TMC) I in relevant technical-vocational course(s) in the area of specialization</p>	<p>1 year experience in teaching or industry experience in relevant strand/area of specialization</p>			

			<p>the area of specialization plus 18 professional units in Education</p> <p>Bachelor's degree relevant to the area of specialization; or any Bachelor's degree and completion of technical-vocational course(s) in the area of specialization</p>					
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