



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

No. NCR 606-s, 2023

TO : Schools Division Superintendents
 DepEd-NCR-RO Officials & Employees
 All Others Concerned

FROM : The Chairman
 Regional HRMPSB

SUBJECT : RECRUITMENT ON VACANT POSITIONS IN THE
 REGIONAL OFFICE

DATE : July 3, 2023

1. Please be informed that this Office will conduct screening/evaluation to fill up the following vacant positions:

POSITION	ITEM NUMBER	SALARY GRADE	NO. OF VACANCIES	PLACE OF ASSIGNMENT
Education Program Supervisor	OSEC-DECSB-EPSVR-30168;30148-2010	SG-22	2	Quality Assurance Division (QAD) Human Resource Dev. Div.-NEAP (HRDD-NEAP)
Accountant II	OSEC-DECSB-30030-2015	SG-16	1	Finance Division
Education Program Specialist II	OSEC-DECSB-30001-1998	SG-16	1	Human Resource Development Division-NEAP
Accountant I	OSEC-DECSB-30029-2015	SG-12	1	Finance Division
Administrative Aide VI (Clerk III)	OSEC-DECSB-30100-2004	SG-6	1	HRDD-NEAP



Misamis St, Bago Bantay, Quezon City
 Tel. Nos.: 920-5824; 926-2213 loc. 801
 Email Address: ncr@deped.gov.ph
 Website: <http://www.deped.gov.ph/regions/ncr/>





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2. In this connection, interested and qualified applicants should submit the complete required mandatory documentary requirements (see Annex C -DO 7, s. 2023 -List of Documentary Requirements) in an electronic copy (PDF File) thru this link <https://bit.ly/DepEdNCRJuly2023> or hard copy at the Personnel Section, this Region, not later than July 24,2023, at 5:00PM. Any additional documents submitted after the set deadline should not be accepted.
3. This Office welcomes all qualified applicants whether internal or external to Deped, regardless of age, sexual orientation/gender identity expressions, civil status, religion, disability, ethnicity and any political affiliation and upholds the value of equality and diversity in all aspects of recruitment and adopts the Equal Employment Opportunity Principal (EEOP).
4. For queries, please contact Ms. Elsa Mariano, Administrative Officer V- Personnel Section at personnel.ncr@deped.gov.ph.
5. For immediate dissemination .


CRISTITO A. ECO
Assistant Regional Director
Chairman, HRMPSB

NOTED:

WILFREDO E. CABRAL, CESO III
Regional Director



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QUALIFICATION STANDARDS

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency	
1	Education Program Supervisor	OSEC-DECSB-EPSP/R-30168-2010	22	72511	Masters degree in Education or other relevant Master's degree with specific area of specialization	8 hours relevant training	2 yrs as Principal or 2 years as Master Teacher or 2 years as Head Teacher	RA 1080 (Teacher)	1. Leadership-Building collaborative & inclusive relationship; Thinking Strategically & Creatively- Level 2 2. Technical -Implementing Organizational Plans Level 3 ;Continuous Improvement of Quality Audit Level 4 3.Core behavioral- Professionalism & Ethics; Results Fdcus;Innovation level 4 4. Cross-Cutting-Report Writing & Documentation Level 4	

	Education Program Supervisor	OSEC-DECSB-EPSVR-30148-2010	22	71511	Masters degree in Education or other relevant Master's degree with specific area of specialization	8 hours relevant training	2 yrs as Principal or 2 years as Master Teacher or 2 years as Head Teacher	RA 1080 (Teacher)	<ul style="list-style-type: none"> 1. Leadership-Leading Change-Level 2 2. Technical-Development Planning; Implementing Organizational Plans; Application of Research-Level 2 ; Organizational Analysis; Organizing Continuity Planning-Level 3 3.Core behavioral- Professionalism & Ethics; Results Focus Level 3 ; Self-Mgt.;Innovation-Level 4 4. Cross-Cutting-Report Writing & Documentation-Level 4
3	Accountant II	OSEC-DECSB-A2-30030-2015	16	39672	Bachelor's degree in Commerce/Business Administration major in Accounting	4 hours relevant training	1 year relevant experience	RA 1080 (CPA Board Exam)	<ul style="list-style-type: none"> 1. Core Behavioral- Professionalism & Ethics; Self-Mgt;Results Focus Level 3 2. Technical- Information technology/ Acumen;Data & Statistics Analytics;Macroeconomics Analysis; Analysis of Research Data;Cyber Risk Mgt.Data Analytic System Design; Data Strategy Level 2

	4 Accountant I	OSEC-DECSB-A1-30029-2015	12	29165	Bachelor's degree in Commerce/Business Administration major in Accounting	None required	None required	None required	RA 1080 (CPA Board Exam)	<p>1. Core Behavioral- Professionalism & Ethics; Self-Mgt; Results Focus Level 2</p> <p>2. Technical- Information technology Acumen; Data & Statistics</p> <p>Analytics; Macroeconomics Analysis; Analysis of Research Data; Cyber Risk Mgt. Data Analytic System Design; Data Strategy Level 2</p>
	5 Education Program Specialist II	OSEC-DECSB-EPSS2-30001-1998	16	39672	Bachelor's degree in Education or its equivalent	8 hours relevant training	2 years experience in education research, development, implementation or other relevant experience	PBET, Teacher, Career Service Professional, appropriate eligibility for 2nd Level Positions	<p>1. Technical-Organizational Analysis Level 2</p> <p>2. Core behavioral- Professionalism & Ethics, Results Focus, Level 2</p> <p>Teamwork, Self Mgt., Service Orientation, Innovation Level 3</p> <p>3. Cross Cutting - Implem. Health Policies & Innovation, Problem Solving, Program Monitoring & Mgt. Policy Drafting, Interpretation & Implem. Risk Mgt & Administration-Level 3</p>	
6	Administrative Aide VI (Clerk III)	OSEC-DECSB-ADAG-30100-2004	6	17553	Completion of two years studies in college	None required	None required	None required	Career Service Sub-Professional: First Level Eligibility	<p>1. Core Behavioral- Professionalism & Ethics, Self Mgt, Results Focus, Service Orientation Level 1</p> <p>2. Cross Cutting-Level 1</p>