



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

ORD- 2024- 378

TO : **SCHOOLS DIVISION SUPERINTENDENTS
 DEPED-NCR RO EMPLOYEES
 ALL OTHERS CONCERN**

FROM : **JOCELYN DR. ANDAYA**
 Director IV *JCA*

SUBJECT : **PROFILING OF ELIGIBLE ASPIRANTS FOR
 ASSISTANT SCHOOLS DIVISION SUPERINTENDENT
 POSITION**

DATE : April 19, 2024

1. Please be informed that this Office will conduct the Profiling of Eligible Aspirants to 3rd Level Position particularly for Assistant Schools Division Superintendent, to come up with the Pool of Eligible Applicants, for career succession opportunities.
2. In this connection all interested and qualified applicants must submit the documentary requirements through this https://bit.ly/3rdLVL_Docs Upload ASDS not later than May 6, 2024 at 5:00 p.m. Those who previously submitted their application, are also required to submit letter of intent if still interested , may update their supporting documents, if there is any.
3. Enclosed is a copy of the approved Qualification Standard (Unique Position) for the said position.



Address: 6 Misamis St., Bago Bantay, Quezon City
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Enclosure to RM No. _____s. 2024

QUALIFICATION STANDARD

• **ASSISTANT SCHOOLS DIVISION SUPERINTENDENT**

EDUCATION : Master's degree in Education or its equivalent

EXPERIENCE : 5 years relevant experience involving management and supervision

TRAINING : 32 hours of training in management and supervision

ELIGIBILITY : Career Executive Service (CES)