



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
Ministry of Basic, Higher and Technical Education
Cotabato City



Office of the Minister

Bangsamoro Autonomous Region in Muslim Mindanao
 Ministry of Basic, Higher and Technical Education
OFFICE OF THE MINISTER

REGIONAL MEMORANDUM


No.: 155
 Series of 2024

RELEASED

BY: Jamar
 DATE: MAR 01 2024
 TIME: 9:30 AM
 Ctrl. No. 2024-03-260

TO : **CONCEPCION FERRER BALAWAG PhD CESO V**
 Schools Division Superintendent
 Cotabato City Schools Division

ATTENTION : **HUMAN RESOURCE MANAGEMENT DIVISION**

FROM :  **MOHA CHER M. IQBAL**
 Minister 

SUBJECT : **CALL FOR APPLICATION FOR TEACHING, TEACHING-RELATED AND NON-TEACHING PERSONNEL IN THE SCHOOLS DIVISION OF COTABATO CITY**

DATE : February 29, 2024

1. The Ministry of Basic, Higher and Technical Education (MBHTE), through the Human Resource Management Division (HRMD), hereby announces that the Ministry is **NOW ACCEPTING APPLICATIONS** for:

- Assistant Schools Division Superintendent
- School Principal I, II and IV
- Assistant School Principal II
- Master Teacher I and II
- Head Teacher III
- Teacher I
- Chief Education Supervisor
- Education Program Supervisor I
- Senior Education Program Specialist
- Education Program Specialist II
- Planning Officer III

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INFORMATION AND COMMUNICATIONS DIVISION
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2. The following shall be the requirements for the selection and screening procedures:

- Fully accomplished Personal Data Sheet (PDS);
- Performance rating in the last 3 rating periods;
- Work Experience Sheet
- Photocopy of certificate of eligibility/rating/license (authenticated);
- Photocopy of Transcript of Records (authenticated); and
- Other pertinent documents for Membership in committees, Awards/Recognition, Research, Publication/Authorship, Speakership and Innovative Activities with pictorials, if any.

3. For all applications in the said positions, your respective hard copy of documents must be submitted **on or before MARCH 11, 2024, MONDAY**, to the MBHTE Regional Office-HRMD or Schools Division Office of Cotabato City.

4. Schedule of the interview and venue shall be announced at a later time.

5. For immediate dissemination.

RECORDS SECTION
RELEASED



03/01/2024
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