

Department of Education Region III DIVISION OF ANGELES CITY



Jesus Street, PulungBulu, Angeles City Tel. No. (045) 322-4702; /Fax Nos. (045) 322-4106

June 3, 2016



DIVISION No. 150 MEMORANDUM S 2016

EVALUATION AND SELECTION OF QUALIFIED TEACHER-APPLICANTS (SY 2016 – 2017) FOR SECOND RANKING FOR SENIOR HIGH SCHOOL, ELEMENTARY, AND JUNIOR HIGH SCHOOL (TLE, AP, ESP and FILIPINO)

TO: OIC-Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads/OICs
Unit Heads and All other concerned

1. Pursuant to DepED Order No. 22, s. 2015 on the *Hiring Guidelines for the Remaining Teaching Positions Effective SY 2015 – 2016*, an Evaluation and Selection of Teachers in Senior High School, Elementary, and Junior High School for TLE, AP, ESP and Filipino Subjects for second ranking is set on June 2 to 23, 2016, following the schedule below:

DATE	ACTIVITIES
	√ Start of Recruitment Process
June 1 -19, 2016	 Announcement and Acceptance of Applications by School Heads/OICs
	 Verification and Validation of documents by School Screening Committee
	J Documents submitted to the Division Office prior to this Memorandum will be evaluated by the Division Screening Committee.
On or Before June 14, 2016	Submission of List of Applicants with all the supporting documents to Division Selection Committee.
June 14 - 17, 2016	Evaluation, Verification and Validation of Documents by the Division Selection Committee.

June 20 - 23, 2016	Interview and Demonstration Teaching Venue: Division Office
To be announced later	English Proficiency Test (for those who have not taken it yet)

2. The composition of the Division Selection Committees are as follows:

Division Selection Committee (Elementary Level)

Chair:

Ma. Celina L. Vega, OIC-ASDS

Members:

Lyn V. Lansangan, Chief, SGOD Edgar L. Manabat, EPS 1, SGOD Rochella C. David, EPS 1, CID

Joel E. Masangkay, PESPA President

Representative, CSO (Mr. Manuel Luis V. Dueñas)

Jojo D. Viscayno (PTA Federation President)

Division Selection Committee (Secondary Level)

Chair:

Ma. Celina L. Vega, OIC-ASDS

Members:

Victoriana P. Bondoc, Chief, CID Edgardo S. Nunag, EPS 1, CID Gemima A. Estrabillo, EPS 1, CID Estrelita D. Lecaros, PSSPA President

Representative, CSO (Dr. Glorifina C. Bendaña) Federico A. Tullao (PTA Federation Vice-President)

Division Selection Committee (Senior High School)

Chair:

Ma. Celina L. Vega, OIC-ASDS

Members:

Lourdes G. Dela Cruz, EPS 1/SHS Division Coordinator

Estrelita D. Lecaros, PSSPA President-A.C. Chapter

Patricio Francisco B. Sayson, ACPUSTA Vice-President-Sec.

Representative, Recognized Teachers' Assn.

Wendell C. Cabrera – Process Observer, DepED RO3

Ronald P. Balatbat - Head, Secretariat

- Attached to this Memorandum are the following Enclosures:

 Enclosure 1A Template for List of SHS Applicants
 Enclosure 1B Template for List of Elementary & JHS Applicants
- 5. The Checklist of Supporting Documents to be submitted by the Applicants:

a. CSC Form 212 (Revised 2005) in two (2) copies with the latest 2x2 ID picture.

- b. Certified photocopy of PRC professional identification card or a PRC certification showing the teacher's name, LET rating, and other information recorded in the PRC office.
- c. Certified photocopy of ratings obtained in the Licensure Examination for Teachers (LET). Professional Board Examination for Teachers (PBET).

d. Certified copy of Transcript of Records with General Weighted Average (GWA)

e. Copies of service records, performance rating, and school clearance for those with teaching experience. If unavailable, the applicant must submit a justification citing the reason/s for unavailability.

f. Certificates of specialized training, if any

g. Certified copy of the Voter's ID and/or any proof of residency deemed acceptable by the School Screening Committee. h. NBI Clearance

- i. Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant.
- 6. All School Heads/OICs are enjoined to announce the acceptance of application for teaching positions in this Division. They are directed to advise all applicants to read DepED Order No. 22, S. 2015 (for elementary and secondary) and DepED Order No. 3, s. 2016 - Paragraph V, Item 2 (for Senior High School)
- Immediate dissemination of the contents of this memorandum is earnestly 7. desired.

LEILANI SANSON-CUNANAN, CESO VI

Officer-in-Charge

Office of the Schools Division Superintender

Enclosures As stated.

ASDS/dtd.6-3-16



Department of Education Region III DIVISION OF CITY SCHOOLS Angeles City



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LIST OF SHS TEACHER APPLICANTS (DepED ORDER NO. 3, SERIES 2016)

GROUP/STRAND:

-								ENGLISH				LET	REMARKS
NO.	NAME	ADDRESS	CELPHONE NO.	EDUCATION	TEACHING EXPERIENCE	SPECIALIZED TRAINING	INTERVIEW	COMMUNICATION SKILLS	PORTFOLIO	CELPHONE NO. EDUCATION EXPERIENCE TRAINING INTERVIEW COMMUNICATION PORTFOLIO TEACHING SKILLS	TOTAL	<u> </u>	COMPLETE / INCOMPLETE If incomplete, identify the doc.
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			SCHOOL SELECTION COMMITTEE:	LECTION	COMMITTE	Ü							
			0	Chairman									
	Member	Member		Member	ber	1			Member				



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LIST OF TEACHER - APPLICANTS (DepED ORDER NO. 22, SERIES 2015)

	LEVEL (ELEMENTARY/SECONDARY) NAME
ADDRESS	
ADDRESS CELLPHONE NO.	CELLPHONE NO.
ADDRESS CELLPHONE NO.	CELLPHONE NO. EDUCATION
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Member

Member

Member

Member

Chairman