



Department of Education
Region III
DIVISION OF ANGELES CITY

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



RELEASED

FEB 23 2016

By [Signature]
DepED Angeles City
Division of City Schools

February 22, 2016

DIVISION MEMORANDUM
No. 49 S 2016

**SCHEDULE OF RECRUITMENT, SELECTION AND HIRING FOR SENIOR
HIGH SCHOOL TEACHING POSITIONS FOR SCHOOL YEAR 2016 – 2017**

**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. All are directed to implement DepED No. 03, S. 2016 entitled "HIRING GUIDELINES FOR SENIOR HIGH SCHOOL TEACHING POSITIONS EFFECTIVE CY 2015-2016."
2. The schedule of the Recruitment, Selection and Hiring Process is as follows:

DATE	ACTIVITIES
October 2015 – Feb. 26, 2016	Submission of Letter of Intent (as per National Call)
	Submission of Application Documents
	Verification and Certification of Applications by School Screening Committee (SSC)
February 29, 2016	Submission of List and application documents to Division Screening Committee.
March 1 – 4, 2016	Verification and Evaluation of Documents submitted by the School Screening Committee.
	Reminder to applicants with the conduct of Evaluation Procedure
	Preparation for Evaluation Procedure
March 7 – 11, 2016	Interview
	Demonstration Teaching Venue: Angeles City National Trade School (ACNTS) - 8:00 a.m. to 5:00 p.m.
March 15, 2016	Tentative date of English Proficiency Test

(Note: Registry of Qualified Applicants (RQAs) will be posted a week after the result of the English Proficiency Test has been released)

3. The composition of the Division Selection Committee is as follows:



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

(Note: All Education Program Supervisors who attended the Behavioral Event Interview (BEI) Orientation will be involved in the interview)

4. The documents that must be submitted by the applicants are listed in the enclosure of DepED Order No. 3, s. 2016 - Paragraph V item 2.
5. Enclosure No. 1 is the Format for the List of Applicants.
6. All School Heads/OICs are enjoined to announce the acceptance of application for Senior High School Teaching Positions in this Division. They are directed to advise all applicants to read DepED Order No. 3, s. 2016.
7. Immediate dissemination of the contents of this memorandum is earnestly desired.


LEILANI S. CUNANAN, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent 

Enclosures
As stated.



Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City

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Tel. No. (045) 322-5722; 322-4702/Fax: (045) 322-4106

LIST OF TEACHER APPLICANTS

LEVEL (ELEMENTARY/SECONDARY) _____

MAJOR: For Secondary) _____

SCHOOL:

[illegible]

SUBMITTED: SCHOOL SCREENING COMMITTEE

Chairman

Member

Member

Member

Member