



Republic of the Philippines

Department of Education

Region X

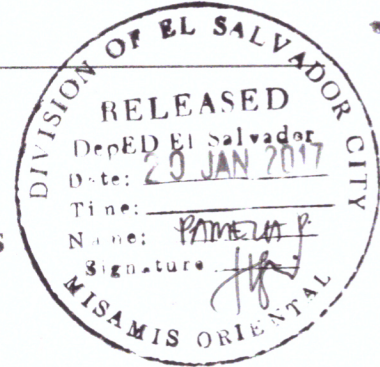
DIVISION OF EL SALVADOR CITY

Zone 3, Poblacion, El Salvador City

Telefax No: (088) 555-0475/ Mobile No: +639199942421

Email address: elsalvador.city@deped.gov.ph

Website: depedelsalvadorcity.weebly.com



DIVISION MEMORANDUM

No. 024, s. 2017

**To: PUBLIC SECONDARY SCHOOL HEADS
ALL PERSONS CONCERNED**

Romana H. Pano

**From: ALLAN G. FARNAZO, CESO IV
Regional Director IV, Concurrent SDS**

Subject: Ranking for Senior High School Teaching Positions for SY 2017-2018

Date: January 20, 2017

1. This division shall conduct a Ranking for Teacher II position/s for Senior High School for SY 2017-2018. The following minimum qualification standards shall be observed upon receiving application/s for the said positions.

Position	Education	Experience	Training	Eligibility
Teacher II	For ACADEMIC: Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's Degree plus at least 6 units towards a Master's degree in relevant strand/subject; For TVL: Bachelor's degree holder; or graduate of technical-vocational course(s) in the area of specialization	None required	For ACADEMIC: None required; For TVL: At least NC II + TMC I appropriate to the specialization;	A) Regular applicants for a permanent position: RA 1080 (Teacher); if not, must pass the LET within five (5) years of hiring B) Regular applicants for a contractual position: None required C) Practitioners (part-time only): None Required

Copies Furnished:
Bulletin Board
Members of DSC & PSB
Public Secondary Schools
Records-Division Memorandum-Ranking



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2. All qualified applicants are encouraged to apply and submit application at the Division Office on or before **February 01, 2017, 5:00PM** in the same order as enumerated in the attached checklist of documentary requirements.
3. Please mind the following schedule for this ranking.

BATCH	SELECTION COMMITTEE	SCHEDULE OF ACTIVITIES		
		Interview	Demo-Teaching	Skills Demonstration
GROUP A	PSB	February 22	February 23	February 24
GROUP B	DSC 1			
GROUP C	DSC 2			

4. The Human Resource Management Office shall release the List of Applicants w/ the Group Assignments on or before February 10, 2017 to serve as reference.
5. The following shall be the members of the Division Selection Committee for this ranking.

A. Personnel Selection Board

Chairman: Rolly B. Labis, Chief Education Supervisor
Members: Lina C. Bejiga, DEPSAA President
Rhea C. Batutay, EDTEA President
Mr. Abellanosa, Federated PTA President
Jeffrey M. Martinez, AO V
Anna Mae M. Atillo, HRMO II

B. Division Selection Committee 1

Chairman: Rowena H. Para-on, Chief Education Supervisor
Members: Aster M. Gallega, PSDS
Helen E. Maasin, EPSVR
Balve G. Granido, SrEPS
Anabelle M. Mamacay, DEPSAA Member
Representative from EDTEA
Representative from CHED

C. Division Selection Committee 2

Chairman: Lorna H. Estrosas, EPSVR Senior HS Coordinator
Members: Roque R. Sabasaje, EPSVR
Manuel A. Janubas, EPSVR
Nilo L. Lomongo, EPS II
Rebecca B. Namoc, DEPSAA Member
Representative from EDTEA
Representative from TESDA

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6. This is to reiterate that the following guidelines shall be used as hiring guidelines for this ranking:
 - a) DepED Order No 3, s. 2016
 - b) DepED Order No. 66, s. 2007
7. For inquiries, contact the Human Resource Management Office via email: depedelsalvador.hrmo@gmail.com or thru this mobile number: 09474972680/09151456046.
8. For information, guidance and compliance.

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OSDS/HRMO/ama

NAME: _____

Contact No: _____

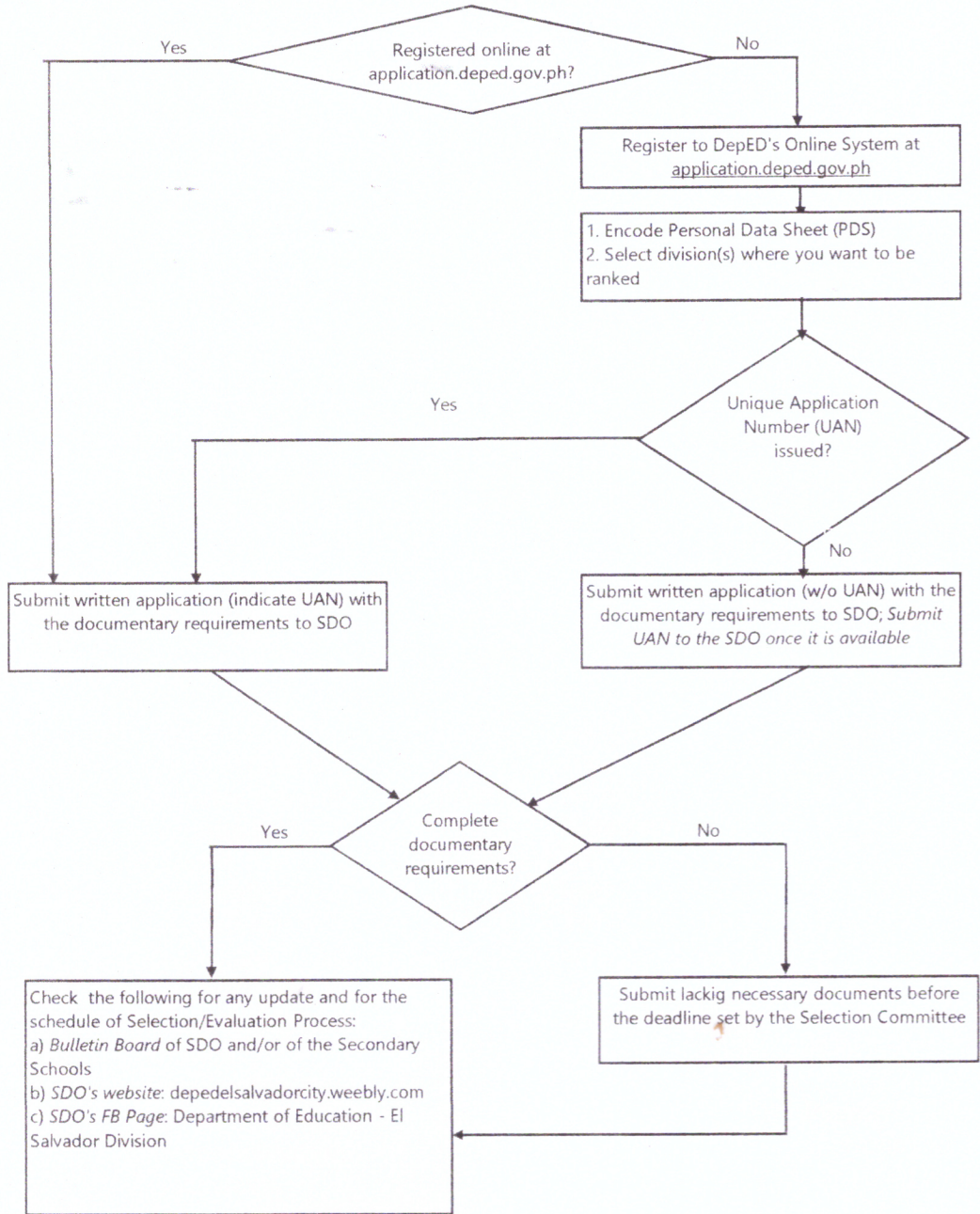
DOCUMENTARY REQUIREMENTS FOR SENIOR HIGH SCHOOL

(per DepEd Order No. 3, s. 2016)

	Applicants for PERMANENT positions	Applicants for PART-TIME positions
<u>Mandatory Requirements</u>	<input type="checkbox"/> Letter of intent which shall indicate the following information: a. Statement of purpose/expression of interest b. Subject group he/she intends to teach c. Preferred school(s), if any <input type="checkbox"/> CSC Form 212, Revised 2005 (Personal Data Sheet) in two (2) copies with the latest 2x2 ID picture <input type="checkbox"/> Certified photocopy of certificates of relevant specialized trainings, if any <input type="checkbox"/> Certified copy of Voter's ID and/or any proof of residency <input type="checkbox"/> National Bureau of Investigation (NBI) clearance <input type="checkbox"/> Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant	
<u>Additional Requirements</u>	<input type="checkbox"/> Certified photocopy of Diploma on Bachelor's degree <input type="checkbox"/> Certified photocopy of Transcript of Records with at least 15 units of specialization in relevant strand/specialized subject <input type="checkbox"/> Professional Regulation Commission (PRC) professional ID card/certificate of registration /license <input type="checkbox"/> Certified photocopy of ratings obtained in the Licensure Examination for teachers (LET)/Professional Board Examination for Teachers (PBET)	<input type="checkbox"/> Written approval from his/her head of unit if he/she is currently employed by the national government or the local government unit.
<u>Additional requirements for TVL teacher applicants</u>	<input type="checkbox"/> Technical Education and Skills Development Authority (TESDA) National Certificate (NC) of at least one level higher than course to be taught in subject to be taught (e.g. NC-III in SMAW to teach SMAW-NC-II) or same level if there is no NC level higher. Exceptions are given to applicants for courses with no National Certificates (e.g. Handicraft courses) <input type="checkbox"/> Certified photocopy of Trainers Methodology Certificate (TMC), if available	
<u>Additional requirement for HEI/TVI faculty</u>	<input type="checkbox"/> Certified photocopy of Certification of Status of Employment/Service Record from HEI/TVI <input type="checkbox"/> Certificate of Service Rendered and of Good Standing from his or her previous employer with the information listed below, if available. a. Employee's name b. Job title c. Duration of services rendered by the applicant employee	

APPLICATION PROCESS FOR SENIOR HIGH SCHOOL

(per DepED Order No. 03, s. 2016)



*For inquiries, please contact the Human Resource Management Office thru depedelsalvador.hrmo@gmail.com or thru 09151456046 (Globe) / 09474972680 (Smart)