



Republic of the Philippines
Department of Education
Region X

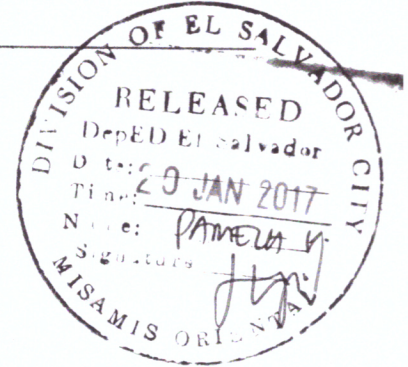
DIVISION OF EL SALVADOR CITY

Zone 3, Poblacion, El Salvador City
Telefax No: (088) 555-0475/ Mobile No: +639199942421
Email address: elsalvador.city@deped.gov.ph
Website: www.depedelsalvadorcity.net



DIVISION MEMORANDUM

No. 025, s. 2017



To: PUBLIC ELEMENTARY SCHOOL HEADS
PUBLIC SECONDARY SCHOOL HEADS
ALL PERSONS CONCERNED
for Romana H. Pano

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

Subject: Ranking of Applicants for Teacher I position for Kindergarten,
Elementary and Junior High Levels for SY 2017-2018

Date: January 20, 2017

1. This division shall conduct a Ranking for Teacher I position/s in the kindergarten, elementary and/or junior high level for SY 2017-2018. The following qualification standards shall be observed upon receiving application/s for the said positions.

Position	Education	Experience	Training	Eligibility
Teacher I	BEED /BSED	None	None	RA 1080 (Teacher)

2. Due to great number of teacher-applicants available for Kinder and/or Elementary levels within the locality, ranking for the aforementioned levels shall be opened to applicants who are residents of this city only. However, with shortage of applicants for Junior High level from within the city, this division shall open ranking for this level to all applicants, preferably within Region 10.
3. Applicants who are interested to be considered for ranking are advised to submit their application at the Division Office on or before **February 28, 2017, 5:00PM** in the same order as enumerated in the attached checklist of documentary requirements.
4. Please mind the following schedule for this ranking.

LEVEL	BATCH	SCHEDULE OF ACTIVITIES		
		Interview	Demo-Teaching	Skills Demonstration
Kindergarten/ Elementary	GROUP A	March 16	March 17	March 20
	GROUP B	March 21	March 22	March 23
	GROUP C			March 24
Junior High School	GROUP A			March 23
	GROUP B			March 24

Copies Furnished:
Bulletin Board
Members of Division Selection Committee
Public Schools
Records-Division Memorandum-Ranking



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

A. For Kindergarten and Elementary

Chairman: Rowena H. Para-on, Chief Education Supervisor
Members: Fritzie C. Sillabe, EPSVR
Grace P. Paculba, EPSVR
Lina C. Bejiga, DEPSAA President
Roque B. Labis, Jr., EDTEA Vice President
Genevieve E. Lusterio, Principal II
Mariel B. Ubaub, Principal I
Maurina B. Asequia, Principal I
Helen S. Palasan, Principal I
Charlotte J. Ytang, Principal I

B. For Junior High School

Chairman: Rolly B. Labis, Chief Education Supervisor
Members: Aster M. Gallega, PSDS
Helen E. Maasin, EPSVR
Loma H. Estrosas, EPSVR
Manuel A. Janubas, EPSVR
Roque R. Sabasaje, EPSVR
Balve G. Granido, SrEPS
Rebecca B. Namoc, DEPSAA Member
Rhea C. Batutay, EDTEA President
Anabelle M. Mamaclay, Principal I

7. This is to reiterate that per DepED Order No. 9, s. 2016, the following shall be used as hiring policy/ies for this ranking:
 - a) DepED Order No 7, s. 2015 – primary hiring policy
 - b) DepED Order No. 22, s. 2015 – only in case the division has still available teaching positions after having implemented D.O. 7 s, 2015
8. For inquiries, contact the Human Resource Management Office via email: depedelsalvador.hrmo@gmail.com or thru this mobile number: 09474972680/09151456046.
9. For information, guidance and compliance.

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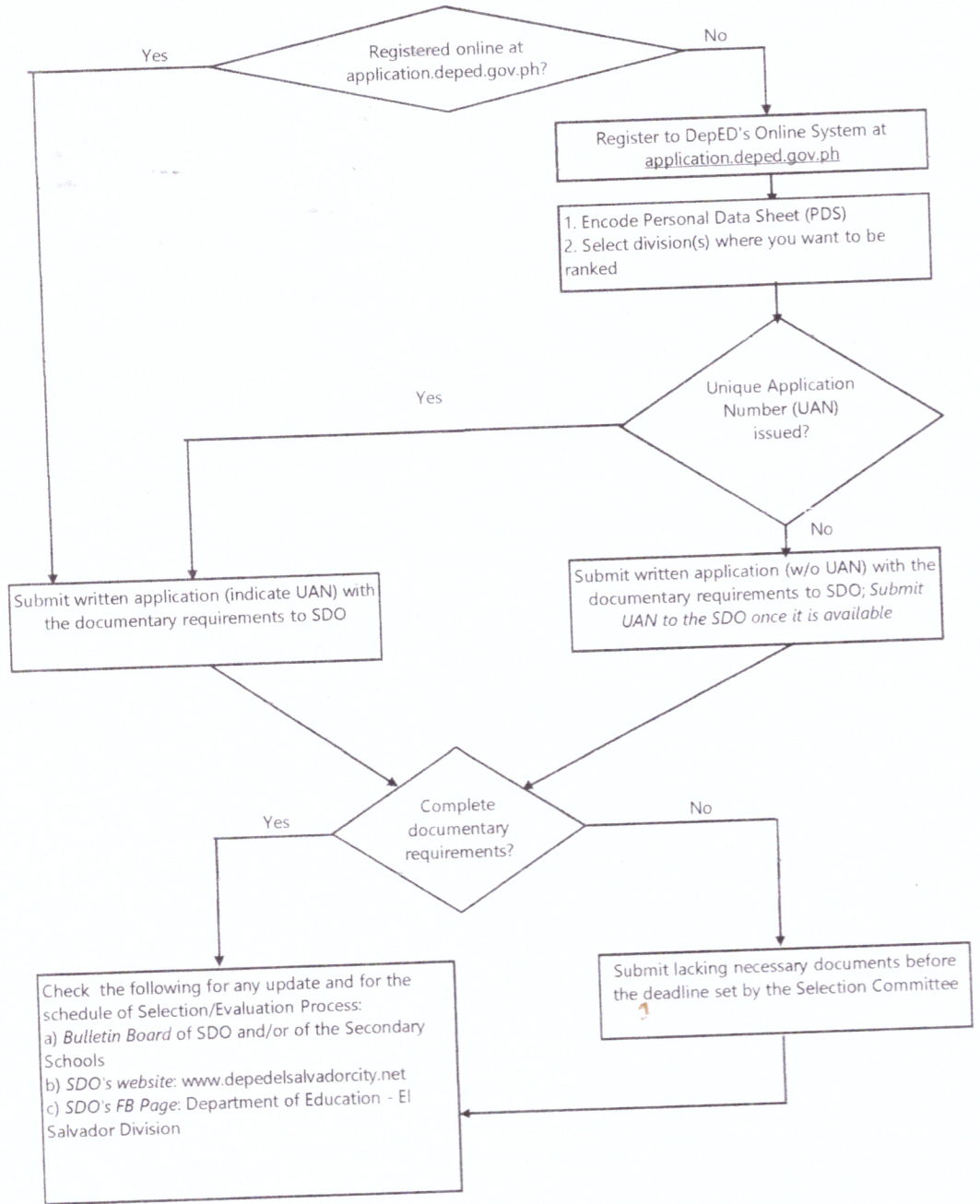
Name: _____ Contact No. _____

DOCUMENTARY REQUIREMENTS FOR TEACHER I APPLICANT (KINDER-GRADE 10)

(per DepEd Order No. 7, s. 2015 and DepED Order No. 22, s. 2015)

	Letter of intent which shall indicate the following information: a. Statement of purpose/expression of interest b. Subject/specialization he/she intends to teach c. Preferred school(s), if any
	CSC Form 212, Revised 2005 (Personal Data Sheet) in two (2) copies with the latest 2x2 ID picture; this should be the PDS generated via application.deped.gov.ph (w/ Unique Applicant Number-UAN)
	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
	Certified photocopy of ratings obtained in the Licensure Examination for Teachers (LET)/ Professional Board Examination for Teachers (PBET)
	Certified copy of Transcript of Records (TOR)
	Copies of service records, performance rating, and school clearance for those with teaching experience. If unavailable, submit justification citing the reason/s for unavailability
	Certificates of specialized training, if any
	Certified copy of Voter's ID and/or any proof of residency
	National Bureau of Investigation (NBI) clearance
	Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant

APPLICATION PROCESS FOR TEACHER APPLICANTS



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