



Republic of the Philippines  
Department of Education  
Region X

**DIVISION OF EL SALVADOR CITY**

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**DIVISION MEMORANDUM**

No. N, s. 2018

**To:** MEMBERS OF DIVISION SELECTION COMMITTEE  
MEMBERS OF PERSONNEL SELECTION BOARD

**From:** AGUSTINES E. CEPE, Ph.D., CESO VI  
Schools Division Superintendent

**Subject:** Orientation on the Hiring Guidelines for the Screening of Applicants  
for Teacher Positions at Kindergarten/Elementary/Junior High  
School/ Senior High School for SY 2018-2019

**Date:** January 17, 2018

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1. Members of the screening committees for Kindergarten, Elementary, Junior High School and/or Senior High School are hereby directed to attend the one-day *Orientation on the Hiring Guidelines for the Screening of Applicants for Teacher Positions at Kindergarten/Elementary/Junior High School/ Senior High School for SY 2018-2019* on **February 13, 2018, 8:00 AM at the Library Hub, El Salvador City Central School.**
2. Members are expected to convene and agree during the activity on the interpretation of the guidelines to have uniform application of the same.
3. For inquiries, contact the Human Resource Management Office via email: [depedelsalvador.hrmo@gmail.com](mailto:depedelsalvador.hrmo@gmail.com) or thru this mobile number: 0956 654 1822.
4. For information, guidance and compliance.

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