



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

16 Jun 2022

DIVISION MEMORANDUM
No. 260 s. 2022

ADDENDUM TO DIVISION MEMORANDUM 246, S. 2022
RE: ADJUSTED RECRUITMENT SCHEDULE

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
PSDS, Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
This Division

1. This is to inform all interested applicants of the following adjustments in the recruitment schedule relative to the vacant positions in this Division.

A. Non-Teaching Positions

ACTIVITY	RECRUITMENT SCHEDULE FOR THE VACANCY	
	ADMINISTRATIVE OFFICER II	ADMINISTRATIVE OFFICER IV
Orientation of Applicants	June 15, 2022	June 20, 2022
Submission of Application Documents	July 29, 2022	August 12, 2022
Initial Evaluation	August 11, 2022	August 16-17, 2022
Background Investigation	August 11 & 15, 2022	August 16-17, 2022
Posting of Selection Line-Up	August 16, 2022	August 18, 2022
Interview and Final Deliberation	September 6-8, 2022	September 14-15, 2022
Submission of Comparative Assessment Report w/ attachments	September 13, 2022	September 20, 2022

B. Teaching-Related Positions

ACTIVITY	RECRUITMENT SCHEDULE FOR THE VACANCY		
	EDUCATION PROGRAM SUPERVISOR (CID)	EDUCATION PROGRAM SUPERVISOR (SGOD)	HEAD TEACHER I (ELEM)
Orientation of Applicants		June 20, 2022	June 15, 2022



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Submission of Application Documents		August 15, 2022	July 29, 2022
Initial Evaluation		August 18-19, 2022	August 09, 2022
Background Investigation		August 18-19, 2022	August 09, 2022
Posting of Selection Line-Up		August 22, 2022	August 10, 2022
Interview and Final Deliberation	July 18, 2022	September 09, 2022	August 30, 2022
Submission of Comparative Assessment Report w/ attachments	July 21, 2022	September 13, 2022	September 01, 2022

C. Teaching Positions

ACTIVITY	RECRUITMENT SCHEDULE FOR THE VACANCY		
	TEACHER III (JUNIOR HS)	TEACHER (KINDER, ALS, SPED & ELEM)	TEACHER (JHS & SHS)
Orientation of Applicants	June 28, 2022		
Submission of Application Documents	July 29, 2022		Extended deadline for SHS: July 06, 2022
Initial Evaluation	August 09, 2022	July 07, 2022	July 07, 2022
Background Investigation	August 09, 2022	July 07, 2022	July 07, 2022
Posting of Selection Line-Up	August 10, 2022	July 08, 2022	July 08, 2022
Interview and Final Deliberation	August 26, 2022	July 12-14, 2022, July 19-20, 2022	July 12-14, 2022
Skills Demonstration		July 22, 2022	July 21, 2022
Teaching Demonstration		July 26-28, 2022	July 19-20, 2022
Submission of Comparative Assessment Report w/ attachments	September 01, 2022	August 03, 2022	August 03, 2022



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2. This Office reiterates that it shall adhere to the Equal Employment Opportunity Principle (EEO) in all steps to be undertaken for this ranking. Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
3. Immediate dissemination of this Memorandum to all concerned is enjoined.

OLGA C. ALONSABE, PhD, CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

HIRING RECRUITMENT SELECTION



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