



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON PROVINCE
SORSOGON

May 27, 2020

DIVISION MEMORANDUM
No. 72, s. 2020

DIVISION SELECTION AND RECRUITMENT OF SENIOR HIGH SCHOOL TEACHERS
FOR SCHOOL YEAR 2020-2021

To: Asst. Schools Division Superintendent
Chiefs, SGOD & CID
Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/ OIC – PSDS
Heads, Elementary and Secondary Schools
Teacher – Applicants

1. Pursuant to DepEd Order No. 3, s. 2016, this Office announces the schedule of activities for the selection and recruitment of Senior High School teachers for SY 2020 - 2021, to wit:

Date	Activities	Venue	Person/Committee In-Charge
June 1 – June 12, 2020	Submission of documents of applicants to the Division Office or online	Division Office or thru email address sorsogon@deped.gov.ph	Applicants
June 10, 2020	Orientation of Division Selection Committee and Sub-Committees	SDO Conference Hall	SDS, Division Selection Committee
June 17 – June 30, 2020	Evaluation of documents of applicants	SDS Conference Room	Division Selection Committee/Sub-Committees
June 17 – June 30, 2020	Conduct of Demonstration Teaching and Interview to Applicants	SDO Conference Hall	Sub-Committees
July 1 – 3, 2020	Review and deliberation on the ratings obtained by the applicants in all criteria	SDS Conference Hall	Division Selection Committee
July 6 – 7, 2020	Preparation and submission of RQA to SDS for approval	SDS Conference Hall	Division Selection Committee
July 8, 2020	Posting of the RQA	SDO/Website	Division Selection Committee

2. This aims to select and hire highly competent teachers with appropriate qualifications and specializations to teach in senior high schools for School Year 2020 – 2021.




Capitol Compound, Brgy. Burabod, Sorsogon City, Sorsogon 4700
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3. The applicants shall register online at application.deped.gov.ph to get his/her Unique Applicant Number (UAN) and submit a written application letter indicating the UAN and the subject group he/she intends to apply, supported by only **one (1) set** of required documents **in folder** to the Records Section of the Division Office or through this email address **sorsogon@deped.gov.ph**
4. To ensure the authenticity, veracity and completeness of the documents, the applicants are required to accomplish the "Status of Submission" column of the Checklist of Requirements and sign the Omnibus Certification and Waiver. (See Enclosure No.01)
5. Enclosed are the Checklist of Required Documents with the Omnibus Certification and Waiver to be accomplished/signed by the applicants, the Composition of the Division Selection Committee and Sub-Committees, and the Schedule of Evaluation of Documents, Demonstration Teaching, and Interview of applicants.
6. Travel and other expenses relevant to the conduct of these activities shall be charged against the Division MOOE funds subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this Memorandum are earnestly desired.


JOSE L. DONCILLO, CESO V
Schools Division Superintendent

Reference:

DO 03, s. 2016



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CHECKLIST OF REQUIRED DOCUMENTS

Name of Applicant: _____ Address: _____ Contact Number: _____
 Course: _____ Major: _____ Ethnicity: _____ Religion: _____

Documentary Requirements	Status of Submission (To be filled-out by the Applicants. Check if submitted)
Mandatory Requirements:	
<ul style="list-style-type: none"> • Letter of Intent which shall indicate the following information: <ul style="list-style-type: none"> a. Statement of Purpose/Expression of Intent b. Subject Group he/she intends to teach, and c. Preferred School, if any 	
<ul style="list-style-type: none"> • CSC Form 212, Revised 2005 in two (2) copies with the latest 2X2 I.D. picture 	
<ul style="list-style-type: none"> • Certified photocopy of certificates of relevant specialized trainings, if any 	
<ul style="list-style-type: none"> • Certified copy of Voter's I.D. and/or any proof of residency 	
Additional Requirements:	
<ul style="list-style-type: none"> • Certified photocopy of Diploma on bachelor's degree 	
<ul style="list-style-type: none"> • Certified photocopy of Transcript of Records with at least 15 units of specialization in relevant strand/specialized subject 	
<ul style="list-style-type: none"> • Certified photocopy of Professional Regulation Commission (PRC) professional I.D. card/Certificate of Registration/License 	
<ul style="list-style-type: none"> • Certified photocopy of ratings obtained in the Licensure Examinations for Teachers (LET)/Professional Board Examinations for Teachers (PBET) 	
Additional Requirements for TVL teacher-applicants:	
<ul style="list-style-type: none"> • Technical Education and Skills Development (TESDA) National Certificate (NC) of at least one level higher than course to be taught in subject to be taught 	
<ul style="list-style-type: none"> • Certified photocopy of Trainers Methodology Certificate (TMC), if available 	
Additional Requirement for Arts and Design, and Sports Tracks Teacher-applicants:	
<ul style="list-style-type: none"> • Certified photocopy of Certification of Proficiency/Recognition from recognized and respectable relevant associations/organizations/guild 	
Additional Requirement for HEI/TVI faculty:	
<ul style="list-style-type: none"> • Certified photocopy of Certification of Status of Employment/Service Record from HEI/TVI 	

OMNIBUS CERTIFICATION AND WAIVER

This is to certify that all information above are true and correct; and that the documents submitted are authentic. This is also to authorize the Department of Education, Schools Division of Sorsogon Province to use my personal information for purposes of recruitment, selection and hiring.

Signature over printed name of Applicant

DIVISION SELECTION COMMITTEE

Chairperson: Ma. Jeany T. Postrado, ASDS

Members: Rex T. Barbin, EPS 1

Dennis De Guzman, SSP-2, SAPSSHI Representative

Oliver B. Lucenario, T3, Teachers' Association Representative

Efren G. Gayanes, MT2, TESDA Assessor

**DIVISION SELECTION SUB-COMMITTEES FOR EVALUATION OF DOCUMENTS,
DEMONSTRATION TEACHING/INTERVIEW AND SECRETARIAT**

TASKS	SUBJECT GROUPS				
	I (Academic Track & Core Subjects)	II (ABM and Entrepreneurship)	III (STEM)	IV (TVL)	V & VI (Sports and Arts & Design)
Evaluation of Documents	Josephine Villaruel Corazon Montilla Francisco Arribas Marianne Arines	Salvador Belen Jr. Marissa Bendicio Manuel Estera	Gina Tarog Eddie Sabalboro Ferdinand Hamor	Rex Barbin Efren Gayanes Lani Lopez	Libertine Joy Baldillo Bella Nares Jimmalou Mella
Demonstration Teaching	Maricel Dineros Nenneth Alama Sharon Vito	Rodolfo Evasco Bevelyn Caramoan Jerry Firmanes	Michelle Guadamor Noel Agnote Jerry Firmanes	Rodel Pancho Gilbert Ian Apostol Lucy Hamor	Remus Zuniga Eduardo Pollarca Bevelyn Caramoan
Interview	Owen Castillo Liny Grefal Rina Despuig	Socorro Leosala Isaias Bermas Vicente Nocos Jr	Alvin Rosare Lilia Zita Pura Vicente Nocos Jr.	Isaias Bermas Arnold Peralta Liny Grefal	Owen Castillo Socorro Leosala Alvin Rosare
Secretariat	Junnel Guantero Rowena Nuqui Cristina Lorica John Hidea John Rey Perez				

**SCHEDULE FOR DEMONSTRATION TEACHING AND INTERVIEW OF APPLICANTS
FOR SENIOR HIGH SCHOOL**

Date	Subject Group	Venue
June 17, 2020	I – A (Oral Communication, Reading & Writing, English for Academic & Professional Purposes, Practical Research)	SDO Conference Hall
June 18, 2020	I – B (Komunikasyon at Pananaliksik sa Wika at Kulturang Pilipino, Pagbasa at Pagsusuri ng Iba’t-ibang Teksto sa Pananaliksik, Pagsulat sa Pilipino sa Piling Larangan)	
June 19, 2020	I – C (21 st Century Literature from the Philippines & the World; Contemporary Phil. Arts from the Region; Understanding Culture, Society & Politics; Introduction to the Philosophy of the Human Person and related specialized HUMMS subjects)	
June 22, 2020	I – D (Media and Information Literacy; Empowerment Technologies – for the Strands)	
June 23, 2020	II (Accounting, Business and Management (ABM) and Entrepreneurship, Research and Work Immersion)	
June 24, 2020	III – A (STEM: General Mathematics, Statistics and Probability and related specialized STEM subjects)	
June 25, 2020	III – B (STEM: Earth Science, Earth and Life Science, Physical Science, and related specialized STEM subjects)	
June 26, 2020	IV – A & B (TVL: Specialized TVL/Agri-Fisheries, and Specialized TVL/Industrial Arts, respectively)	
June 29, 2020	IV – C & D (TVL: Specialized TVL/ICT, and Specialized TVL/Home Economics, respectively)	
June 30, 2020	V (Sports and Physical Education & Health, Personal Development, and related specialized sports subjects; and VI (Arts and Design)	