



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region
DIVISION OF NEGROS ORIENTAL
Capitol Area, Dumaguete City

June 28, 2017

DIVISION MEMORANDUM

No. 324 ; s. 2017

**URGENT HIRING OF SENIOR HIGH SCHOOL AUTOMOTIVE TEACHER
(T-1) FOR PULANGBATO SENIOR HIGH SCHOOL, S.Y. 2017-2018**

TO : Asst. Schools Division Superintendent
Chief, CID & SGOD
Education Program Supervisors/Division Coordinators
Public Schools District Supervisors/Districts-In-Charge
Public and Private Secondary School Heads
All Others Concerned

1. This office hereby announces the urgent hiring of Senior High School automotive teacher (T-1) for Pulangbato Senior High School, Pulangbato, Valencia.
2. Interested applicants are requested to submit written application supported by certified copies of the following documents to the Office of the Schools Division Superintendent, in one(1) folder (green), on July 3, 2017:

Mandatory requirements

- * Letter of intent which shall indicate the following information:
- * CSC Form 212 (2 copies with latest 2 x 2 ID Picture)
- * Certified photocopy of certificates of relevant specialized trainings
- * Certified copy of Voter's ID and/or any proof of residency
- * National Bureau of Investigation (NBI) clearance
- * Certification of QPA/General Average of Baccalaureate Degree
- * Omnibus certification of authenticity and veracity of all documents submitted, signed by the applicant

Additional requirements

- * Certified photocopy of Diploma on Bachelor's degree
- * Certified photocopy of Transcript of Records
- * Certified photocopy of Professional Regulation Commission (PRC) professional ID card/certificate of registration /license

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- * Certified photocopy of ratings obtained in the Licensure Examination for teachers (LET)/Professional Board Examination for Teachers (PBET)
- * Certificate of Employment/Service Record
- * Certification of Complete Academic Requirements (for CAR in MA/Doctorate Degree)

Additional requirements for TVL teacher applicants

- * Technical Education and Skills Development Authority (TESDA) National Certificate II (NC) holder in Automotive
 - * Certified photocopy of Trainers Methodology Certificate (TMC), if available
3. All District Supervisors/In-Charge are reminded to submit to this office the pertinent papers of teacher applicants for Senior High School on or before July 3, 2017 following the provisions of DepEd Order No.3, s. 2016.
 4. Applicants will undergo **interview and demo teaching** on July 6-7, 2017.
 5. For the information, guidance and compliance of all concerned.



SALUSTIANO T. JIMENEZ, CESO VI
OIC, Office of the Assistant Regional Director
Concurrent Schools Division Superintendent



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