



MEMORANDUM

TO: Assistant Schools Division Superintendent
OIC, Office of the Assistant Schools Division Superintendent
Chief, CID and OIC Chief, SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
School and Division Selection Committee

FROM: *fr emclendo*
CHERRYLOU D. DE MESA
OIC, Schools Division Superintendent

SUBJECT: **HIRING OF JUNIOR HIGH SCHOOL (JHS) BATCH 2 AND ELEMENTARY
TEACHER APPLICANTS (BATCH 3)**

DATE: June 24, 2016

This Office would like to announce the Hiring of Junior High School (JHS) Batch 2 and Elementary Teacher Applicants Batch 3 for School Year 2016 – 2017 to fill in vacant items caused by promotion of some teachers to Senior High School and other existing natural vacancies.

Applicants are requested to submit folders or credentials following the requirements and criteria set on DepEd Order No. 7 s, 2015 at the nearest school with their residence on or before June 28, 2016.

Relative to this, the School Selection Committee in both levels are directed to conduct screening and evaluation of applicant's documents in an open ranking procedure in one venue in the municipality to be identified by the Public Schools District Supervisor on June 29 – 30, 2016.

This procedure will be witnessed by the parent supervisors and people from the Personnel Department of the SDO. Likewise, the following schedule will be followed:

MUNICIPALITY	DATE	PARENT SUPERVISOR/PERSONNEL DEPARTMENT
Alfonso	June 29, 2016	Rodolfo Cruz / Elaine Balen
Amadeo	June 29, 2016	Cresencia Nazareno
Carmona	June 29, 2016	Eduarda Zapanta
GEA	June 29, 2016	Emily R. Quintos
GMA	June 30, 2016	Eduarda Zapanta
Gen. Trias	June 29, 2016	Romeo E. Endraca

Indang	June 29, 2016	Arnel Zapanta
Kawit	June 29, 2016	Estrellita De Vera
Magallanes	June 30, 2016	Wenifreda S. Diquit
Mendez	June 30, 2016	Romeo E. Endraca
Naic	June 30, 2016	Arnel Zapanta
Rosario	June 29, 2016	Carmencita P. Tosco
Silang	June 30, 2016	Carmencita P. Tosco
Tagaytay	June 30, 2016	Cresencia Nazareno
Ternate	June 30, 2016	Wenifreda S. Diquit
Trece Martires City	June 30, 2016	Elpidia B. Bergado

For your information, guidance and strict compliance.