



Republic of the Philippines
Department of Education
 REGION IV-A

SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

July 13, 2020

DIVISION MEMORANDUM

No. 200, s.2020

To: Office of the Assistant Schools Division Superintendent
 CID Chief
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Concerned





**VIRTUAL ON-THE-JOB ASSESSMENT (OTJ) OF APPLICANTS FOR MASTER
 TEACHER AND HEAD TEACHER IN ELEMENTARY AND SECONDARY**

1. Relevant to the filling of positions for Principal II in elementary this Office will conduct a virtual On-the-Job Assessment (OTJ) of Applicants on July 14, 2020 via Google Classroom.
2. The applicants are requested to prepare laptop or computer and a cellular phone with internet connectivity for the OTJ assessment tasks.
3. Attached is the list of applicants with their corresponding team and the Guidelines for the virtual On-The-Job Assessment.
4. For inquiries you may contact Mr. Ronald Kevin Del Rosario at ronaldkevin.delrosario@deped.gov.ph and Ms. Rowena Ana A. Ramos at rowenaana.amos@deped.gov.ph.
5. Immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
 Schools Division Superintendent

RAR/ DM. NO. 054, S.2020
 071320-054 /07/13/20



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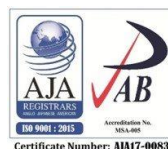
Enclosure No. 1 to the Division Memorandum No. ____, s. 2020

Applicants for Principal II in Elementary On-the-Job Assessment (OTJ)

TEAM	NAME OF APPLICANTS	POSITION DESIRED	Municipality
A	Ambat, Verna D.	Principal II	Silang
	Ambat, Vivian M.	Principal II	Silang
	Rojo, Jennifer M.	Principal II	Tagaytay City
B	De Leon, Lynette A.	Principal II	Alfonso
	Espineli, Salvador A.	Principal II	Trece Martires City
	Mendoza, Elenita M.	Principal II	Silang
C	Bersamin, Ramuel I.	Principal II	Silang
	De Guzman, Celeste Q.	Principal II	GMA
	Ermita, Rowena G.	Principal II	Amadeo
D	Nuestro, Reyciel L.	Principal II	Indang
	Geroy, Irene	Principal II	Noveleta
	Avilla, Verna C.	Principal II	Indang
E	Amon, Teresita C.	Principal II	Silang
	Romera, Michael	Principal II	Ternate
	Rosopa, Aldrin O.	Principal II	Rosario



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“Serbisyong Pang Edukasyong Tapat at Sapat para sa Batang KABITENYO”







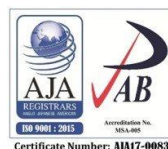
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MECHANICS AND GUIDELINES OF ON-THE-JOB ASSESSMENT OF PRINCIPAL APPLICANT IN ELEMENTARY

1. Due to Covid-19 pandemic, on-the-job assessment of principal applicants will be done online using Google meet and Google Classroom.
2. The access link will be given to the principal applicants deped email account on **July 13, 2020**. Each caselets will be given by the assessor.
3. OTJ assessment takers will be monitored throughout the exam using webcam and microphone in google meet. (Camera and MIC must always be ON.)
4. Assessors will make themselves available throughout the live chat for concerns and monitoring. Each team consist of three assessor and three principal applicants.
5. Applicants will prepare the set up as instructed in the following illustrations.



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7. Applicant examinees will subject their set up to the assessors for inspection before the OTJ assessment proper.
8. Examinees will secure a quiet area that is free from any distractions while the assessment is on-going. (CAMERA & MIC is not allowed to be OFF during the Test)
9. The examinees are reminded of the following:
 - 9.1. Open the link given by your assessor.
 - 9.2. Finish the test within the allotted time.
 - 9.3. DO NOT search for answers through any means.



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