



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 Region III  
**DIVISION OF CITY SCHOOLS**  
 City of San Jose del Monte



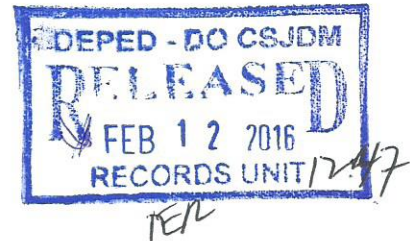
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February 12, 2016

**DIVISION MEMORANDUM**

No. 23 s. 2016

To: OIC – Asst. Schools Division Superintendent  
 Division Chiefs  
 Public Schools District Supervisor  
 Elementary and Secondary School Heads  
 All Others Concerned



**ASSESSMENT, SCREENING AND PREPARATION OF REGISTRY OF QUALIFIED APPLICANTS for SENIOR HIGH SCHOOL TEACHERS FOR SY 2016-2017**

1. Pursuant to **DepEd Order No. 3, S. 2016** re: Hiring Guidelines for Senior High School (SHS) Teaching Positions Effective School Year (SY) 2016-2017, this City Schools Division announces the schedule of activities for the screening and assessment of senior high school teacher applicants relative to the preparation of the registry of qualified applicants (RQA) for SY 2016-2017, as follows:

- a) Acceptance of applications and pertinent documents shall be until February 22, 2016 to the school nearest the applicant's residence.
- b) Demonstration teaching and interviews of applicants will be on March 2-4, 2016, from 8am to 4pm.

GROUP	In- Charge	VENUE
Group 1. HUMSS and other Subject Groupings	Ms. Jennifer E. Quinto Mr. Emmanuel V. De Mesa	Paradise Farms National High School
Group 2. ABM & Entrepreneurship, Research & Work Immersion	Mr. Marlon P. Daclis Ms. Robesa R. Hilario	Sapang Palay National High School
Group 3. STEM and other Subject Groupings	Ms. Cynthia V. Berdos Ms. Ma. Corazon P. Loja Ms. Lourdes S. Mangahas	San Jose del Monte National High School
Group 4. TVL and other Specializations	Ms. Filipina C. Gutierrez Mr. Ricardo P. Guanzon	San Jose del Monte National Trade School

- c) English Proficiency Examination will be on Thursday, March 10, 2016 at San Jose del Monte Central School, from 8:00am to 12:00nn for the 1<sup>st</sup> batch (Districts 1- 5) and 1:00 – 5:00pm for the 2<sup>nd</sup> batch (Districts 6-10).
- d) Applicants shall register to the Department's online system at [application.deped.gov.ph](http://application.deped.gov.ph) where they must encode their Personal Data Sheet (PDS) and select the division where they want to be ranked.

2. The Division Selection Committee is composed of:

- Chair* **Dr. MARIA CARMEN P. CUENCO** – OIC– Asst. Schools Division Superintendent
- Member.* **Mr. EDUARDO V. CRUZ** – President, NAPSSHI
- Mr. MANUEL P. DELA CRUZ** – Senior Education Program Specialist-HRD
- Ms. MA. JIMA T. CADIZ** – President, Division National Employees Union (NEU)
- Ms. LOURDES S. MANGAHAS** – Recognized Organization/Industry, Midwife
- Ms. MA. THERESA M. ROXAS** – Secretariat, HRMO

3. Compliance and wide dissemination of the contents of this memorandum is enjoined.

*gHPasual*  
**GERMELINA H. PASCUAL, CESO V**