



Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City



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June 03, 2014

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MEMORANDUM

TO : ALL SECONDARY SCHOOL PRINCIPALS AND SCHOOL HEADS

FROM : SCHOOLS DIVISION SUPERINTENDENT

SUBJECT : Recruitment of Qualified Teacher Applicants for Secondary Level 2nd Batch for SY 2014-2015

To augment our needs for secondary school teachers for SY 2014-2015, we are pleased to announce that the 2nd batch of recruitment for the qualified teacher applicants is now ongoing with the following subject of specialization: Filipino, MAPEH, TLE, Values, Science, Math and Araling Panlipunan. Please invite interested teacher applicants to apply to the secondary school principals nearest to the applicants residence and submit the following requirements:

1. 2 copies of Personal Data Sheet (Revised 2005 CSC Form 212)
2. Transcript of records with general weighted average
3. Certificate of Eligibility: Licensure Examination for Teachers/Professional Board Examination for Teachers
4. PRC ID
5. NBI Clearance
6. Certificate of Specialized Trainings (if any)
7. Service Records from previous employers (if any)
8. Performance Ratings
9. School Clearances (for those with teaching experiences)
10. Certified copy of voter's ID or Certification from COMELEC
11. Omnibus Certification of authenticity and veracity of all documents submitted
12. 2x2 pictures

If any of these documents ^{are} not submitted, the School Selection Committee may refuse acceptance of the application.

The applicants should submit the original documents to the school principal or school head together with the photocopied documents not later than June 30, 2014.

Screening and evaluation of pertinent documents, interview and demonstration teaching is on July 7-9, 2014.

English Proficiency Exam will be announced later.

Submission to the Division Office of the results of Secondary Ranking Committee will be on July 15, 2014.

For strict compliance.

[Signature]
LUZ C. ARRIOLA
Schools Division Superintendent