



Department of Education
Region III
DIVISION OF ANGELES CITY



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October 20, 2016

RELEASED

OCT 20 / 2016

By _____
DepED Angeles City
Division of City Schools

DIVISION MEMORANDUM
No. 341 S 2016

SCHEDULE of RECRUITMENT, SELECTION and HIRING FOR SENIOR HIGH SCHOOL (SHS) NON-TEACHING PERSONNEL, ELEMENTARY & JUNIOR HIGH SCHOOL TEACHING POSITIONS (3RD RANKING) and OTHER NON-TEACHING PERSONNEL (DIVISION OFFICE & SECONDARY SCHOOL) and ELEMENTARY SCHOOL HEADS

**TO: OIC-Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads/OICs
Unit Heads and All Others Concerned**

1. The Department of Education, Division of Angeles City announces another ranking for the following positions:

<u>POSITION</u>	<u>NO. OF ITEMS AVAILABLE</u>
A. <u>Non-Teaching Positions</u>	
a.1. Project Development Officer I	1 (SHS)
a.2. Administrative Assistant III	2 (Division Office) 1 (BVRHS)
a.3. Administrative Assistant II	1 (ACNHS) 3 (SHS)
a.4. Administrative Assistant I	1 (Division Office)
a.5. Administrative Aide VI	1 (Division Office)
a.6. Administrative Aide III	1 (ACNHS)

(NOTE: Refer to DepED Order No. 66, s. 2007)

B. Teaching Positions 3rd Ranking

- b.1 Elementary Teachers
- b.2 Junior High School Teachers

(NOTE: Refer to DepED Order No. 22, s. 2015)

C. Elementary School Principal

- c.1 Elementary School Principal III - 1 item
- c.2 Elementary School Principal II - 1 item

(NOTE: Refer to DepED Order No. 42, s. 2007)

2. The schedule of the selection process is as follows:

DATE	ACTIVITIES
October 19 - November 4, 2016	▶ Submission of documents (School Heads may receive documents in their respective schools, however, they are advised to submit them to the Division Office – Records Section on or before the deadline)
November 2 - 4, 2016	▶ Pre – Evaluation by the HRMO ▶ Evaluation, Verification & Validation of Documents by the Division Selection Committee
November 8 – 11, 2016	▶ Interview, Skills Test, and Demo Teaching (for Teaching Position). Venue: Division Office
To be announced later	English Proficiency Test (for those who have not taken it yet)

3. The composition of the Division Selection Committees are as follows:

Division Selection Committee (Elementary Level)

- Chair: Ma. Celina L. Vega, OIC-ASDS
Members: Lyn V. Lansangan, Chief, SGOD
Edgar L. Manabat, EPS 1, SGOD
Rochella C. David, EPS 1, CID
Joel E. Masangkay, PESPA President
Representative, CSO (Mr. Manuel Luis V. Dueñas)
PTA Federation President

Division Selection Committee (Secondary Level)


- Chair: Ma. Celina L. Vega, OIC-ASDS
Members: Victoriana P. Bondoc, Chief, CID
Edgardo S. Nunag, EPS 1, CID
Gemima A. Estrabillo, EPS 1, CID
Estrelita D. Lecaros, PSSPA President
Representative, CSO (Dr. Glorifina C. Bendaña)
PTA Federation Vice-President

Division Selection Committee (Non-Teaching Staff):

Chair: Ms. Ma. Celina L. Vega, OIC-ASDS
Members: Mr. Enrique D. Pangilinan, Administrative Officer V
Ms. Estrelita D. Lecaros, PSSPA President, Angeles City Chapter
(Representative, Heads of Secondary Schools)
Mr. Edgar L. Manabat, D' ACUNTE, President (Non-Teaching
Personnel Association)
Mr. Ronald P. Balatbat, Administrative Officer IV – Personnel

4. All School Heads/OICs are enjoined to announce the acceptance of application for teaching positions in this Division. They are directed to advise all applicants to read DepED Order No. 66, s. 2007 (for Non-Teaching), DepED Order No. 22, S. 2015 (for elementary and secondary) and DepED Order No. 42, s. 2007 (for School Heads).

7. Immediate dissemination of the contents of this memorandum is earnestly desired.


LEILANI SAMSON-CUNANAN, CESO VI
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosures
As stated.

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