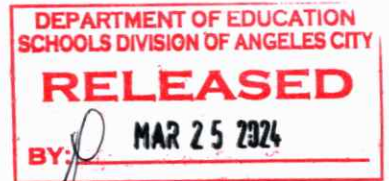




Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF ANGELES CITY



25 Mar 2024

DIVISION MEMORANDUM
No. **131**, s. 2024

**CALL FOR APPLICATION FOR TEACHER I POSITIONS FOR
SCHOOL YEAR 2024-2025**

To : Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Through the Human Resource Merit and Promotion Selection Board and Division Screening Committee, this Office announces the call for application for Teacher I Positions for SY 2024-2025 in reference to DepEd Order No. 007 s. 2023.

2. Everyone is encouraged to inform all interested and qualified teacher applicants for SPED, Kindergarten, Elementary, Secondary and Senior High Schools to register through the links provided:

Elementary Level - <https://bit.ly/ELEMREG2024>
Secondary Level - <http://bit.ly/JHSREG2024>
Senior High School Level - <https://bit.ly/SHSREG2024>

3. The attached Checklist of Requirements and Omnibus Sworn Statement on the Certification of Authenticity and Veracity of the documents and Data Privacy Consent Form pursuant to RA No. 10173 must be attached and used for reference. Submit one (1) copy of the basic requirements. Documents must be fastened in a folder following the color code below:

Pink – SPED and Kindergarten
Green – Elementary Level
Blue – Secondary Level
Yellow- Senior High School

4. Deadline for the submission of the basic documentary requirements shall be on **April 8, 2024** from 8:00 a.m. to 5:00 p.m. at the Records Unit, this Division.



Jesus St., Brgy. Pulungbulu, Angeles City 2009
[045\) 901-9498/angeles.city@deped.gov.ph](mailto:angeles.city@deped.gov.ph)



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5. This office strictly implements the principle of Equal Employment opportunity and continuously adopts measures required for the elimination of discrimination in all its forms and manifestations in the government service.
6. Immediate and wide dissemination of this Memorandum is desired.

ENGR. EDGARD C. DOMINGO PhD, CESO V
Schools Division Superintendent

Reference: Division Memo 078, s. 2024

To be indicated in the Perpetual Index under the following subjects:

EMPLOYMENT RECRUITMENT SELECTION APPOINTMENT

CLM/AO4/March 25, 2024 *W*



Jesus St., Brgy. Pulungbulu, Angeles City 2009
[045\) 901-9498 / angeles.city@deped.gov.ph](mailto:angeles.city@deped.gov.ph)

CHECKLIST OF REQUIREMENTS

Name of Applicant: _____ Application Code: _____
 Position Applied For: _____
 Office of the Position Applied For: _____
 Contact Number: _____
 Religion: _____
 Ethnicity: _____
 Person with Disability: Yes () No ()
 Solo Parent: Yes () No ()

Basic Documentary Requirement	Status of Submission (To be filled out by the applicant; Check if submitted)	Verification (To be filled out by the HRMO/HR Office/sub-committee)	
		Status of Submission (Check if complied)	Remarks
a. Letter of intent addressed to the Head of Office or highest human resource officer			
b. Duly accomplished Personal Data Sheet (PDS) (CS Form No. 212, Revised 2017) and Work Experience Sheet, if applicable			
c. Photocopy of valid and updated PRC License/ID, if applicable			
d. Photocopy of Certificate of Eligibility/Report of Rating, if applicable			
e. Photocopy of scholastic/academic record such as but not limited to Transcript of Records (TOR) and Diploma, including completion of graduate and post-graduate units/degrees, if available			
f. Photocopy of Certificate/s of Training, if applicable			
g. Photocopy of Certificate of Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable			
h. Photocopy of latest appointment, if applicable			
i. Photocopy of the Performance Ratings in the last rating period(s) covering one (1) year performance prior to the deadline of submission, if applicable			
j. Checklist of Requirements and Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form			
k. Other documents as may be required for comparative assessment, such as but not limited to: Means of Verification (MOVs) showing Outstanding Accomplishments, Application of Education, and Application of Learning and Development reckoned from the date of last issuance of appointment			
Photocopy of Performance Rating obtained from the relevant work experience, if performance rating in Item (i) is not relevant to the position to be filled			

Attested:

 Human Resource Management Officer

OMNIBUS SWORN STATEMENT**CERTIFICATION OF AUTHENTICITY AND VERACITY**

I hereby certify that all information above are true and correct, and of my personal knowledge and belief, and the documents submitted herewith are original and/or certified true copies thereof.

DATA PRIVACY CONSENT

I hereby grant the Department of Education the right to collect and process my personal information as stated above, for purposes relevant to the recruitment, selection, and placement of personnel of the Department and for purposes of compliance with the laws, rules, and regulations being implemented by the Civil Service Commission.

 Name and Signature of Applicant

Subscribed and sworn to before me this ____ day of _____, year _____.

 Person Administering Oath

In consonance with Republic Act No. 8792 or the "Electronic Commerce Act of 2000", (e)lectronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (w)here the law requires a document to be in writing, that requirement is met by an electronic document if the said electronic document maintains its integrity and reliability and can be authenticated so as to be usable for subsequent reference.