

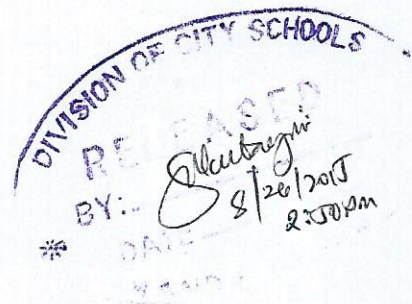


Republic of the Philippines
Department of Education
National Capital Region
SCHOOLS DIVISION OFFICE
City of Mandaluyong

Tel. no. 533-49-31/35 Fax. no. 532-71-17
E-Mail Address: depedmandaluyong@gmail.com
Official Website: depedmandaluyong.wordpress.com



Date : August 26, 2015
Memorandum To : Chief Education Supervisor (SGOD)
Chief Education Supervisor (CID)
Education Program Supervisors
Principals, Public Elementary and Secondary Schools
Administrative Officer V
Administrative Officer IV (Personnel Unit)
Personnel Unit Staff



Subject : **ACCEPTANCE OF APPLICATION FOR TEACHER-I POSITIONS IN SELECTED AREA OF SPECIALIZATION FOR SCHOOL YEAR (SY) 2015-2016**

The field is hereby informed that after reviewing again the Registry of Qualified Applicants (RQA) in each area of specialization and in anticipation of the need for teachers in such area, this Office announces the acceptance of application for Teacher-I Positions in selected area of specialization for School Year 2015-2016, to wit:

- Elementary
- SPED
- MAPEH
- Filipino
- TLE – Drafting
- TLE – Home Economics
- TLE – Electronics
- TLE – Nutrition

The Schools Division Office re-opens hiring of new teacher-applicants and recalibrate or update points of teacher-applicants who have previously undergone the SY 2015-2016 evaluation process (per DO 7, s, 2015) only in those area of specialization which are anticipated to be insufficient in number, but when there is a need for a teacher whether substitute or Regular-Permanent, priority of deployment are the teacher-applicants in the first and second RQA before those in the third RQA.

The deadline of application in the school level is on **September 9, 2015**. Assessment of documents of new teacher-applicants and recalibration or points update of old teacher-applicants should be in accordance to **DepEd Order No. 22, s. 2015** entitled **"Hiring Guidelines for the Remaining Teaching Positions Effective School Year (SY) 2015-2016"**.

Furthermore, School Principals are encouraged to prepare and display streamers in front of the school regarding the recruitment/hiring of teacher applicants which will run until **September 9, 2015**. The streamer should contain the required documents to be submitted and the recruitment period.

To finalize the individual schedule of interview and demonstration-teaching of applicants, School Screening Committee must submit the ***list of applicants by area of specialization*** not later than **September 10, 2015**, c/o Ms. Menchie DC. Kubayashi, Administrative Officer IV (Personnel) while application requirements with initial assessment of papers of new teacher-applicants must be submitted not later than **September 11, 2015 4:30PM** c/o Mrs. Emma G. Arrubio, Chief Education Supervisor (SGOD) for the Elementary applicants and Personnel Unit of the Division Office for the Secondary applicants.

The recalibration and updating of points of those teacher-applicants who have previously undergone the SY 2015-2016 evaluation process (per DO 7, s, 2015) will be done by the Division Selection Committee. School Screening Committee will only assess the papers of new teacher-applicants.

The following is the schedule of English Proficiency Test and Interview and Demonstration-teaching:

English Proficiency Test: September 16, 2015, 9:00AM, Venue to be announced in the interview and demonstration-teaching of teacher-applicants.

Interview and Demonstration-Teaching:

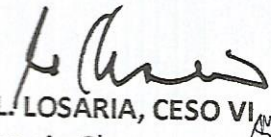
Level	Schedule	Venue
Elementary	September 14, 2015, 8:00AM	SDO-Conference Room
Secondary	September 15, 2015, 8:00AM	SDO-Conference Room

Individual schedule of interview and demonstration-teaching will be released on September 11, 2015. ***School Screening Committee has the full responsibility of informing the new teacher-applicants about the schedule of English Proficiency Test and Interview and Demonstration-teaching.***

Moreover, please advise the teacher-applicants who have specialized training and skills to prepare for the demonstration of their skills acquired on their scheduled interview and demonstration-teaching.

The RQAs should be ready by the last week of September 2015, thus, participation of the members of the different committees is necessary.

Immediate and wide dissemination of this Memorandum is desired.


NERISSA L. LOSARIA, CESO VI
Officer-in-Charge

Office of the Schools Division Superintendent