



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE – MARIKINA CITY

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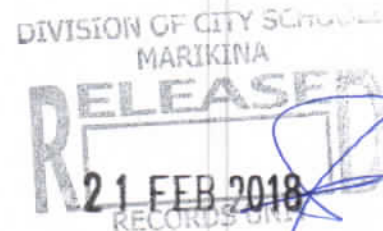
February 20, 2018

DIVISION MEMORANDUM

No. 47 s. 2018

SUBMISSION OF DOCUMENTARY REQUIREMENTS OF APPLICANTS FOR SENIOR HIGH SCHOOL (SHS) TEACHER POSITIONS, SY 2018-2019

To: Chief Education Supervisors – CID and SGOD
Elementary and Secondary School Principals
Officers-In-Charge
Unit/Section Heads
Public Schools
All Concerned



- Pursuant to DepEd Order No. 3, s. 2016**, the field is hereby informed of the submission of documentary requirements of Senior High School teacher applicants, **starting immediately until March 7, 2018**.
- Listed below are the subject areas which SDO-Marikina highly needs. All applicants are instructed to submit their documentary requirements to the schools mentioned opposite the said tracks and specializations:
 - TVL - ICT-Animation and Illustration** -- J.dela Peña NHS
 - TVL - HE-Caregiving** -- Barangka NHS
 - TVL - IA-Carpentry** -- Fortune HS
 - TVL - IA-EPAS** -- Concepcion Integrated School (Secondary Level)
 - TVL - IA-SMAW, DOMRAC** -- Parang HS
 - HUMMS - Filipino, Social Science; Sports Track - PE; and Arts and Design - Music, Visual, Performing Arts** -- Sta. Elena HS
 - Arts and Design - Media Arts** -- Concepcion Integrated School (Secondary Level)
- Likewise, all School Heads concerned are requested to adhere to No.2 of VI, EVALUATION AND SELECTION COMMITTEES, of the same order, in receiving and verifying documents submitted. Ensure that the Individual Rating Sheet (see inclosure) is accomplished before submitting and placed as the first page of the applicant's folder.**
- Schedule of demo-teaching and interview shall be announced through another memorandum, to be issued soon.
- Immediate and wide dissemination of this memorandum is strongly desired.

FOR:

SHERYLL T. GAYOLA

Officer In-Charge

Office of the Schools Division Superintendent

BY:


DR. ELIZALDE Q. CENA

Chief Education Supervisor, SGOD

Officer In-Charge

Office of the Schools Division Superintendent

Incl.: Individual Rating Sheet

**SHS TEACHER APPLICANT'S
INDIVIDUAL RATING SHEET
School Year 2018 – 2019**

UNIQUE APPLICANT NUMBER: _____

NAME : _____ SEX: _____

Contact Number: _____ Landline: _____ Cellphone No./s: _____

Address: _____

Present Employer: _____

Intended Track to Teach: _____

Subject Area: _____

Specialization (For TLE/ Science/ Math): _____

Equivalent

A. Education: (20 pts for Academic & Core; 15 pts for TVL, Arts & Design, Sports)

A.1 (Bachelor's Degree) _____ GWA: _____ pts _____

(School graduated from) _____

A.2 (Master's Degree) _____ No. of units: _____ plus pts _____

A.2 (PhD) _____ No. of units: _____ plus pts _____

B. Teaching Experience: (15 pts for Academic & Core; 20 pts for TVL, Arts & Design, Sports)

No. of Months: _____

C. Specialized Training Skills:

(10 pts for Academic Core; 20 pts for TVL; 15 pts for Arts & Design, Sports)

NC Level _____ (_____); TM _____
Title _____

D. Interview: (15 pts)

E. English Communication Skills:

(10 pts for Academic & Core; 5 pts for TVL, Arts & Design, Sports)

F. Portfolio / Outstanding Achievements:

(10 pts for Academic & Core; 10 pts for TVL; 15 pts for Arts & Design, 15 pts for Sports)

G. Demonstration Teaching:

(20 pts for Academic & Core; 15 pts for TVL, Arts & Design, Sports)

TOTAL: _____

Documents Assessed by:

Date: _____

Validated by:

Date: _____