



July 8, 2016

DIVISION MEMORANDUM

No. 290, s. 2016

**EXTENSION FOR THE ACCEPTANCE OF SENIOR HIGH SCHOOL (SHS)
TEACHER - APPLICANTS FOR THE CORE SUBJECTS**

To: Education Program Supervisors
Public School District Supervisors/In-charge
Elementary and Secondary School Heads
This Division

1. This Office announces the extension for the Acceptance of Senior High School Teacher Applicants *for the Core Subjects namely: **English, Mathematics, Filipino, Araling Panlipunan/ History/ Social Studies and Science major in Physics, Chemistry and General Science** with a minimum of 6 units in Master of Arts/ Master of Science in their respective majors (English, Mathematics, Filipino, Araling Panlipunan/History/ Social Studies and Science) as reflected in their Transcript of Record.*
2. The selection process shall be in accordance to DepEd Order No.3, s.2016 entitled Hiring Guidelines for Senior High School (SHS) Teaching Positions Effective School Year 2016-2017.
3. Interested applicants shall submit their application letter together with one folder of photocopied documents on or before July 27,2016 to the office of the Schools Division Superintendent, this Division, as follows:
 - a. Letter of Intent which shall indicate the following information:
 - Statement of purpose/expression of intent
 - Subject he/she intends to teach
 - Preferred school/s
 - b. CSC Form 212 with 2x2 ID picture
 - c. Certified photocopy of certificates of training attended
 - d. NBI Clearance
 - e. Transcript of Records (Baccalaureate, M.A.& Ph.D.)
 - f. General Weighted Average (Baccalaureate grades)
 - g. Certified photocopy of registration/license (for permanent position)
 - h. Certified photocopy PRC professional ID card (for permanent position)
 - i. Certified photocopy LET/ PBET Rating
 - j. Updated copy of service record (for applicants with teaching experience)
 - k. Omnibus certification of authenticity and veracity of all documents submitted

4. Interested applicants shall possess the basic qualification as follows:

**Senior High School(SHS)Qualification Standards(QS)
For The Academic Track and Core Subjects
(Based from DepEd Order 3, s. 2016)**

Position Title & Salary Grade	Education Requirements	Experience Requirements	Training Requirements
Teacher 11(SHS) (SG 11)	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 6 units towards a Master's degree in relevant strand/subject	None required.	None required.
Teacher 111(SHS) (SG 12)	Bachelor's degree majoring in the relevant strand/subject; or any Bachelor's degree plus at least 12 units towards a Master's degree in relevant strand/subject	1 year relevant teaching/ industry work experience	4 hours of training relevant to the subject area specialization

5. New applicants shall bring the original copy of their pertinent documents, lesson plan and instructional materials during the interview. The schedule of the interview, demo teaching and communications skills test shall be announced in a separate memorandum.

6. Immediate dissemination of this Memorandum to all concerned is desired.


CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

CLL/rlg

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

SELECTION

TEACHERS

POLICY