



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X
DIVISION OF MISAMIS ORIENTAL



July 22, 2013

DIVISION MEMORANDUM

No. 24 2013

TO: DIVISION COMMITTEE/SUB-COMMITTEE
ALL SECONDARY SCHOOL HEADS

FROM: 
CHERRY MAE L. LIMBACO, CESO V
Schools Division Superintendent

SUBJECT: **SPECIAL RANKING OF SECONDARY SCHOOL TEACHER 1 APPLICANTS
(English, Filipino, Mathematics, Science (except Biology), AP, EP, MAPEH)**

1. In response to the need for more Secondary School Teachers to be hired this School Year, this office announces the 3rd Special Recruitment, Evaluation and Selection Process of Secondary School Teacher I applicants in Misamis Oriental.
2. Secondary school heads are advised to post a notice in their respective schools to announce that the school starts accepting application of Teacher 1 positions who are residents of Misamis Oriental (excluding those from Cagayan de Oro, Gingoog or El Salvador Cities).
3. An applicant shall submit to the nearest secondary school through the School Head a written application supported by the necessary documents in a folder as required in the previous ranking. The applicant assumes full responsibility and accountability on validity and authenticity of the documents submitted. Any violation will merit corresponding sanctions after due process.
4. The process of evaluation of the documents of the individual applicants starts from the School to the Division level following the guidelines set.
5. School heads are advised to accept only complete documents.
6. For uniformity of the implementation of this memorandum, you are all advised to follow the schedule:

DATE	ACTIVITY
JULY 22-AUGUST 9, 2013	SUBMISSION OF APPLICATION TO SCHOOLS
AUGUST 12, 2013	EVALUATION OF DOCUMENTS
AUGUST 13, 2013	DEMONSTRATION TEACHING AND INTERVIEW
AUGUST 14, 2013	ENGLISH PROFICIENCY EXAM SUBMISSION OF FINAL RANKING TO DIVISION
AUGUST 15, 2013	REVIEW AND FINALIZATION OF RANKING
AUGUST 16, 2013	POSTING OF NEW TEACHER APPLICANT RANKING

7. The Division Committee signatories: Dr. Olga C. Alonsabe (Chairman); Dr. Erlinda G. Dael, Dr. Ferminia Labis, Dr. Rey Cabillian and Ms. Dahlia Fabilliar as members.

/o.c.a./