



Republic of the Philippines
Department of Education
Region I
PANGASINAN SCHOOLS DIVISION OFFICE II
Canarvacanan, Binalonan

October 22, 2024

DIVISION MEMORANDUM
NO. 572 S. 2024

**CALL FOR APPLICATION FOR TEACHER I POSITIONS FOR THE
SCHOOL YEAR (SY) 2024-2025 (BATCH 2)**

To: Assistant Schools Division Superintendents
The Division Office HRMPSB
Teacher I Applicants
All Others Concerned

1. Pursuant to DepEd Order No. 7, s. 2023 titled "Guidelines on Recruitment, selection, and appointment in the Department of Education, this Office hereby announces the second batch of the recruitment and selection of teacher I applicants for the SY 2024-2025 for the following specializations:

SENIOR HIGH SCHOOL

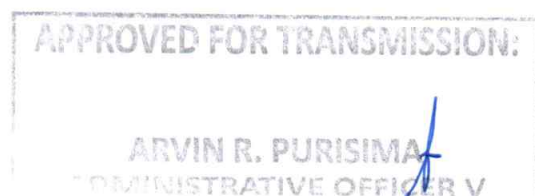
- TVL – ICT
- TVL – Agri-Fishery Arts
- TVL – Industrial Arts
 - o Electrical Installation and Maintenance (EIM)
 - o Shielded Metal Arc Welding (SMAW)
 - o Automotive Servicing

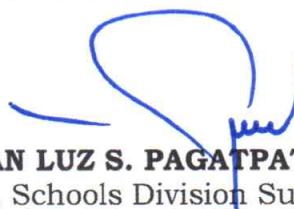
2. All interested applicants shall submit the hard copy of their pertinent documents from October 23 to October 31, 2024 in the following manner:

- Teacher Applicants shall submit one (1) hard copy of their pertinent documents to MOTHER HIGH SCHOOL OFFICES.
- The mother high school shall then submit the pertinent documents to the Records office on November 4-5, 2024.
- Teacher applicants shall not the color coding of the folders to be submitted per specialization:
 - TVL – ICT - PINK
 - TVL – Agri-Fishery Arts - RED
 - TVL – Industrial Arts (EIM, SMAW, Automotive) - YELLOW

3. For questions or clarifications, you may contact the office of the Human Resource Management Officer and the office of the Assistant Schools Division Superintendent at hrmo.pangasinan2@deped.gov.ph

4. Immediate dissemination of this Memorandum is desired.




VIVIAN LUZ S. PAGATPATAN, CESO VI
OIC, Schools Division Superintendent



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DepEd Pangasinan II
Infoboard Group



pangasinan2@deped.gov.ph



www.depedpang2.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 <i>(To be filled out by the applicant, Check if submitted)</i>	Verification <i>(To be filled out by the HRMO/HR Office/sub-committee)</i>	
			Status of Submission <i>(Check if complied)</i>	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 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", electronic documents shall have the legal effect, validity or enforceability as any other document or legal writing and a) (where 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.