



Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF IFUGAO
Lagawe



Division Memorandum
No. 166 s. 2016

To: All Public Schools District Supervisors
Secondary School Principals,
Head Teachers and Teachers-in-Charge
This Division

From: SALLY B. ULLALIM, CESO V
Schools Division Superintendent

Date: September 2, 2016

Subject: Evaluation of Senior High School (SHS) Teacher Applicants for the Second Semester, SY 2016-2017

1. The Department of Education (DepEd) issued DepEd Order No. 3, s. 2016, Hiring Guidelines for Senior high School (SHS) Teaching Positions Effective School Year 2016-2017, which aims to clearly define the application, selection and appointment process of SHS teachers as well as to establish professional standards and evaluation criteria which will ensure that highly competent individuals with the appropriate qualifications and specializations are hired to teach in Senior High Schools.
2. Applicants shall register to the Department's on line system at application.deped.gov.ph and submit a written application, supported by the following documentary requirements to the Schools Division Office of Ifugao (SDO) or school head of the SHS where a teacher shortage or vacancy exists:

	Applicants for Permanent Position	Applicants for Part-Time Positions
Mandatory Requirements	<ul style="list-style-type: none"> ● Letter of intent which shall indicate the following information: <ol style="list-style-type: none"> a. statement of purpose/expression of interest b. subject group he/she intends to teach c. preferred school(s), if any ● CSC Form 212, Revised 2005 (Personal Data Sheet) in two (2) copies with the latest 2x2 ID Picture 	

