



Republic of the Philippines
DEPARTMENT OF EDUCATION
REGION III

SCHOOLS DIVISION OFFICE OF BATAAN

Website: www.depedbataan.com | email: bataan@deped.gov.ph | FB Page: <https://www.facebook.com/DepEdBataan>
Telephone / Fax : 047-2372102 | Address: Bataan Provincial Capitol Compound, Balanga City 2100



FEB 11 2021

DIVISION MEMORANDUM

No. 048, s. 2021

**SUPPLEMENTAL HIRING FOR KINDERGARTEN TEACHING POSITION
FOR SY 2020-2021**

To: Assistant Schools Division Superintendent
Chiefs of Division, CID and SGOD
Education Program Supervisors
Public Schools District Supervisor
Elementary, Junior and Senior HS Principals
All Others Concerned

1. This Office announces the supplemental recruitment and receipt of applications for Kindergarten Teacher items SY 2020-2021, starting this **February 11 to 17, 2021 ONLY**. The teaching positions are open to all applicants regardless of age, gender, civil status, disability, ethnicity, religion and political affiliation. New applicants should be ready for the interview, demo and EPT upon submission of their documents.
2. The recruitment procedure, evaluation, selection and hiring of qualified teachers for Elementary shall be conducted in accordance to the provisions of DepEd Order No. 22, s. 2015.
3. Applicants shall submit one complete set of personal folder/portfolio with a written application letter supported by documents enumerated in the attached Omnibus Certification of Authenticity and Verification of Documents directly to the Curriculum Implementation Division of the Schools Division Office, Attention: **Ms. Jacqueline C. Tuazon**, Education Program Supervisor.
4. All teacher-applicants who were not included in the Registry of Qualified Applicants shall no longer resubmit their documentary requirements but may submit **additional supporting documents** to update their points to the assigned Education Program Supervisor mentioned above.
5. Immediate and wide dissemination of the content of this Memorandum is earnestly enjoined.

ROMEO M. ALIP, PhD, CESQ V
Schools Division Superintendent

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Encl.: as stated

Reference: DepEd Order No. 7, & 22, s. 2015

To be indicated in the Perpetual Index

Under the following subjects:

APPOINTMENT POLICY RECRUITMENT
SCHOOLS SELECTION TEACHERS

“WE MOULD HEROES”

VISION

We dream of Filipinos who passionately love their country and whose values and competencies enable them to realize their full potential and contribute meaningfully to building the nation.

As a learner-centered public institution, the Department of Education continuously improves itself to better serve its stakeholders.

MISSION

To protect and promote the right of every Filipino to quality, equitable, culture-based, and complete basic education where:

- Students learn in a child-friendly, gender-sensitive, safe, and motivating environment
- Teachers facilitate learning and constantly nurture every learner
- Administrators and staff, as stewards of the institution, ensure an enabling and supportive environment for effective learning to happen
- Family, community, and other stakeholders are actively engaged and share responsibility for developing life-long learners.

QUALITY POLICY

- I. Providing quality product and service to our customers and meeting regulatory and all applicable ISO 9001:2015 requirements.
- II. Considering and meeting all external and internal issues relevant to our purpose, strategic direction and that affect our QMS in achieving its intended results.
- III. Determining and meeting the requirements of interested parties that are relevant to the ability of our QMS to meet customer and applicable regulatory requirements.
- IV. Continuously improve our QMS by reducing operational inefficiencies and enhancing customer satisfaction.



ISO 9001: 2015 CERTIFIED



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(Enclosure No. 1 to Division Memorandum No. ___, s. 2021)

Date: _____

**OMNIBUS CERTIFICATION OF AUTHENTICITY
AND VERACITY OF DOCUMENTS**

**The School Screening Committee and
The Division Screening Committee**

Sir/Madam:

Pursuant to DepEd Order No. 22, s. 2015 entitled "Hiring Guidelines for the Remaining Teaching Positions Effective School Year (SY) 2015-2016", the undersigned applicant who is a holder of professional license from the Professional Regulation Commission as teacher hereby respectfully submits his/her written application supported by the following documents:

1. CSC Form 212 (revised 2017) in two (2) copies with the latest 2x2 ID picture;
2. Certified photocopy of PRC professional identification card;
3. Certified photocopy of ratings obtained in the Licensure Examination for Teachers/ Professional Board Examination for Teachers;
4. Certified copy of transcript of records for baccalaureate degree and post-graduate degrees;
5. Copies of service record/certificate of employment, performance rating, and school clearance for those with teaching experience;
6. Certificate of specialized training, if any, like computer literacy, journalism, theater arts, National Certificate (NC I or NC II), etc.;
7. Certified copy of Voter's ID and/or any proof of residency as deemed acceptable by the School Screening Committee; and
8. NBI Clearance.

The undersigned applicant assumes full responsibility and accountability on the validity and authenticity of the foregoing documents submitted and commits that any violation will automatically disqualify the undersigned applicant from the selection process.

Very truly yours,

Signature over printed name

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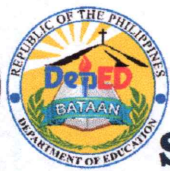
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BEFORE ME, a Notary Public for and in the City of _____, Philippines this
_____ personally appeared _____ with
his/her Community Tax Certificate No. _____ issued at
_____ on _____ known to me and to me
known to be the same person who executed the foregoing instrument and he/she acknowledged to me
that the same is his/her own free and voluntary act and deed.

Doc. No. _____ :
Page No. _____ :
Book No. _____ :
Series of 2019.

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