



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

July 15, 2025

DIVISION MEMORANDUM
NO. 432, s. 2025

**RECRUITMENT, SELECTION AND HIRING OF TEACHER-
APPLICANTS (BATCH 2) FOR SENIOR HIGH SCHOOL,
SCHOOL YEAR 2025-2026**

TO : Assistant Schools Division Superintendents
SGOD and CID Chiefs
Education Program Supervisors I
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to DepEd Order No. 07, s. 2023 titled "Guidelines on Recruitment, Selection and Appointment in the Department of Education", this Office announces the recruitment, selection and hiring of teacher-applicants (Batch 2) for Senior High School, SY 2025-2026 in anticipation of the need for qualified applicants with following schedule of activities:

DATE	ACTIVITIES	PERSON/COMMITTEE RESPONSIBLE
July 15, 2025 – July 25, 2025	Submission and Receipt of documents of teacher-applicants to the preferred secondary schools	Sub – committee for receiving and verification of documents (School Level)
	Verification of documents by the School Sub-committee	Sub – committee for receiving and verification of documents (School Level)
July 30, 2025	Submission of verified documents to the Sub-committee for Evaluation (Designated AOs per cluster)	Sub – committee for receiving and verification of documents (School Level)
August 01, 2025	Evaluation of submitted documents of teacher-applicants	Sub-committee for evaluation of documents (Division Level)



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August 12, 2025	Demonstration Teaching of teacher-applicants & Accomplishment of Teacher Reflection Form (TRF)	Sub-committee for Demonstration Teaching and Teacher Reflection (Division Level) Venue: Diosdado Macapagal HS, Mexico
August 14, 2025	Completion and Finalization of Comparative Assessment Result - Registry of Qualified Applicants (CAR-RQA) SY 2025 – 2026	HRMPSB Committee
August 15, 2025	Posting of Comparative Assessment Result - Registry of Qualified Applicants (CAR-RQA) SY 2025 – 2026	HRMPSB Committee

2. All interested and qualified individuals, regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation are encouraged to apply.
3. For those Junior High School qualified applicants SY 2024-2025 who wish to be included in the Senior High School CAR-RQA (Batch 2) may submit a letter of intent with the request to transfer the same score in the SHS CAR-RQA (Batch 2) to the assigned Sub-Committee for Evaluation (AOs) per cluster.
4. All new applicants shall submit their application to the nearest secondary schools in their residence or school of their choice together with their letter of intent and pertinent documents as listed and placed in two (2) long folders with fastener.
 - a. Letter of intent addressed to the Schools Division Superintendent. Attention: (School Head)
 - b. Duly accomplished PDS (CSC Form 212, Revised 2017) with Work Experience Sheet, if applicable;
 - c. Photocopy of valid and updated PRC License/ID, if applicable;
 - d. Photocopy of Certificate of Eligibility/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 Employment, Contract of Service, or duly signed Service Record, whichever is/are applicable;
 - h. NBI Clearance



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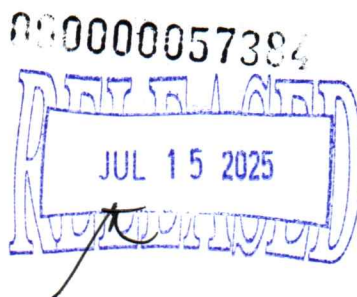
- i. Certified copy of Voter's ID and/or any proof of residency as deemed acceptable by the School Screening Committee
 - j. Checklist of Requirements of Omnibus Sworn Statement on the Certification on the Authenticity and Veracity (CAV) of the documents submitted and Data Privacy Consent Form pursuant to RA No. 10173 (Data Privacy Act of 2012)
5. All documents shall be submitted in a long folder with the following color coding:
- | CLUSTER | COLOR |
|---------|--------|
| I | BLUE |
| II | YELLOW |
| III | RED |
| IV | GREEN |
| V | PINK |
| VI | ORANGE |
| VII | VIOLET |
6. Only those who obtained a total score of fifty (50) points and above will be included in the Comparative Assessment Result - Registry of Qualified Applicants (CAR-RQA).
7. The RQA shall be valid only for a period of one (1) School Year (2025 – 2026).
8. For the demonstration teaching the following guidelines are hereby issued, to wit:
- a. All teacher applicants shall prepare a lesson with a duration of 20 – 30 minutes depending on their area of specialization.
 - b. Applicants shall bring 5 copies of printed lesson plans on the scheduled date of demonstration teaching.
 - c. All applicants are requested to be at the venue on or before 7:00am for the briefing/orientation on the activities on the said date.
9. The venue of the Demonstration Teaching and accomplishment of Teacher Reflection Form is at **Diosdado Macapagal High School, Mexico.**
10. Enclosed to this Memorandum are the list of Sub-Committee on Evaluation and Demonstration Teaching.



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11. It is understood that the submission of documents beyond the prescribed date will not be accepted by this Office.
12. Immediate dissemination of this Memorandum is desired.

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





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Enclosure A

A. SUB-COMMITTEE FOR COMPUTATION EDUCATION, TRAINING, EXPERIENCE AND LET RATING SCORE			
Guinto, Argel V.	Administrative Officer II	Cluster 1	Rodolfo V. Feliciano Mem. HS
Pangilinan, Josephine	Administrative Officer II	Cluster 1	Justino Sevilla HS
Sunga, Ricardo Jr B.	Administrative Officer II	Cluster 1	Senior High School in Magalang Stand Alone
Antonio, Cinderella G.	Administrative Officer II	Cluster 1	Don Jesus Gonzales HS
Sibug, Mary Ann A.	Administrative Officer II	Cluster 2	Porac Model Comm. (HS)
Santos, Myrnoia D.	Administrative Officer II	Cluster 2	Pulong Santol NHS
Narciso, Riza Faith N.	Administrative Officer II	Cluster 2	Becuran NHS
Baul, Madeline B.	Administrative Officer II	Cluster 3	Gutad NHS
Ilagan, Realiza L.	Administrative Officer II	Cluster 3	San Pablo 2nd NHS
David, Mildred	Administrative Officer II	Cluster 3	San Roque Dau HS
Sarmen, Sherylene D.	Administrative Officer IV	Cluster 3	FNAS
Hipolito, Edward	Administrative Officer II	Cluster 4	Potrero NHS
Casido, Mariecris	Administrative Officer II	Cluster 4	Diosdado Macapagal HS
Nicdao, Nicolle G.	Administrative Officer II	Cluster 4	SV Pilot SFPC
Cuellar, Maria Elita C.	Administrative Officer II	Cluster 5	Pasig High School
Sagum, Princesss	Administrative Officer II	Cluster 5	Sta Catalina HS
Yco, Michele G.	Administrative Officer II	Cluster 6	Emigdio A. Bondoc SHS
Quiroz, Albert L.	Administrative Officer II	Cluster 6	Sta Maria NHS, Minalin
Manzano, Ma. Luz	Administrative Officer II	Cluster 7	Sta. Maria NHS - Macabebe
Ballesteros, Irah	Administrative Officer II	Cluster 7	Sta Lutgarda IS
B. SUB-COMMITTEE FOR SHS DEMONSTRATION TEACHING			
SUBJECT/TRACK	NAME	POSITION	
HUMMS IC	Vilma T. Arcilla	EPSVr	
	Leendel Ivy Capulong	EPSVr	
	Ricky C. Balingit	PRINCIPAL IV	
	Cristelita S. Garcia	PRINCIPAL IV	
	Ramon A. Castro	PRINCIPAL II	
	Celeste C. Aton	HEAD TEACHER I	
HUMMS IA AND ID	June D. Cunanan	EPSVr	
	Amable P. Lampa	OIC - SCHOOL HEAD	
	Jocelyn S. Baluyut	PRINCIPAL IV	
	Jay M. Lampa	PRINCIPAL IV	
	Rosaline Tuble	PRINCIPAL IV	
	Cherry G. Vinluan	EPSVr	



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HUMMS IB	Norminda Mayrina	HEAD TEACHER III
	Lilia G. Valdez	PRINCIPAL IIII
	Annabelle Laxamana	PRINCIPAL II
ABM/ STEM IIIA	Garry L. Pangan	EPSVr
	Gil V. Tiongco	PRINCIPAL IV
	Rubyrosa C. Sagum	PRINCIPAL IV
	Sheryl Reyes	PRINCIPAL I
	Jane R. Gatus	Head Teacher VI
	Mary Anne Bernadette M. Samson	EPSVr
SPORTS	Dolores I. Pelayo	PRINCIPAL IV
	Ruth P. Felix	PRINCIPAL I
	Catherine A. Culala	HEAD TEACHER II
	Rachelle Ann S. Guintu	HEAD TEACHER III
	Ana Marie B. Castaneda	EPSVr
STEM IIIB	Willet S. Perez	PRINCIPAL IV
	Maria Cristina Sandra V. Lagman	PRINCIPAL III
	Javier Galang	PRINCIPAL I
	Jaypee S. Lapira	HEAD TEACHER III
	Garry I. Dela Cruz	DIVISION COORDINATOR
	Naszer C. Yco	PRINCIPAL IV
TVL	Jayson Flores	PRINCIPAL III
	Justin Bolos	HEAD TEACHER III
	Suzette Corpuz	HEAD TEACHER III
	Eligia San Pedro	HEAD TEACHER III