



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OFFICE OF NUEVA ECIIJA

DEP-ED SDO N.E.  
**RELEASED**  
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**RECORDS SECTION**

30 August 2022

DIVISION MEMORANDUM  
No. 265, s. 2022

**HIRING OF ALTERNATIVE LEARNING SYSTEM (ALS) FIELD ENUMERATORS**

TO: Assistant Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Education Program Supervisors  
Education Program Specialist II for ALS  
All Others Concerned

1. This is to announce the hiring of Alternative Learning System (ALS) Field Enumerators position on September 6, 2022, 9:00 a.m. at the Schools Division Conference Room, Brgy. Rizal, Santa Rosa, Nueva Ecija.
2. Interested applicants should meet the minimum requirements required by the position base on the CSC Qualification Standard, to wit:
  - a) At least Senior High School graduate; or at least two (2) years in college;
  - b) Knowledgeable in using Microsoft Excel, Google Drive and google Forms;
  - c) Has a laptop/iPad/tablet with the latest Operating System (OS), processor, at least 8GB of Random Access Memory (RAM), and with virus protection software/ application;
  - d) Residing within the jurisdiction of the SDO;
  - e) In good physical condition; and
  - f) Willing to undergo orientation on the conduct of the ALS CLC Inventory and comply with the required research protocols.
3. All interested applicants are required to bring the:
  - a) accomplished notarized and updated **Personal data Sheet (CSC Form 212)**
  - b) Transcript of Records (TOR); and
  - c) laptop/iPad/tablet with the latest Operating System (OS), processor, at least 8GB of Random Access Memory (RAM), and with virus protection software/ application.
4. Applicants should follow the schedule of activity during the selection process, to wit:
  - a) Two (2) hours orientation
  - b) Ten (10) minutes verification of documents relative to the CSC Qualification Standards
  - c) The rest of the time will be allotted for interview and appreciation of documents.
5. Interested applicants should be at the SDO-Conference Room 15 minutes before the activity.



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