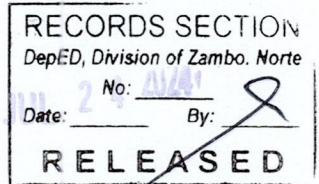




Republic of the Philippines  
**Department of Education**

REGION IX  
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE



**Office of the Schools Division Superintendent**

July 22, 2024

Division Memorandum  
No. 395, s. 2024

**SUBMISSION OF PERTINENT PAPERS FOR APPOINTMENT**

TO: Public Schools District Supervisors  
School Principals and School Heads  
Section/ Unit Heads  
All concerned personnel

1. With the approval of the Plotting Worksheet of **Newly Hired Elementary Teachers**, the appointees on the attached list are hereby advised to submit his/her pertinent papers for appointment processing to the Personnel Unit of this division on or before **July 29, 2024**.
2. Attached herewith is the list of requirements that need to be complied with before the deadline. Late submission of pertinent papers shall require a letter of explanation regarding the delay.
3. Furthermore, if you wish to join the Brigada Eskwela, it will be for voluntary services.
4. For any queries or clarifications, you may call at 09108660158 and connect to Personnel Section, email us at [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph), or thru the online helpdesk at [depedzn.net/helpdesk](http://depedzn.net/helpdesk).
5. Immediate and widest dissemination of this memorandum is desired.

**ROY C. TUBALLA EMD, JD, CESO V**  
Schools Division Superintendent

Encl: Aps stated

PERSONNEL/ cjj/ DM- SubmitPertinentPapersforAppointment  
0000041-2024/07222024



Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212-5843  
Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph) Website: [www.depedzn.net](http://www.depedzn.net)  
FB: DepEd Tayo- Schools Division of Zamboanga del Norte



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*Enclosure No. 1*

**NEWLY HIRED ELEMENTARY TEACHERS**

<b>S/N</b>	<b>Name of Newly Hired (Natural Vacancy)</b>	<b>Position Title</b>	<b>Residence</b>	<b>School Assignment</b>
1.	<b>Divena B. Ocupe</b>	Teacher I	Polanco, ZDN	<b>Crisologo ES</b> Polanco I District
2.	<b>Vanissa Bohol</b>	Teacher I	Manukan, ZDN	<b>Saluyong ES</b> Manukan II District
3.	<b>Jenniessa S. Ego-ogan</b>	Teacher I	Liloy, ZDN	<b>Libertad ES</b> Liloy II District



Address: Capitol Drive, Estaka, Dipolog City 7100 Tel. No.: (065) 212-5843  
Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph) Website: [www.depedzn.net](http://www.depedzn.net)  
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