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Republic of the Philippines
Department of Education
Region VI-Western Visayas
Schools Division of Capiz
Banica, Roxas City



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February 28, 2019

Division Memorandum
No. 34 s. 2019

2019 Senior High School (SHS) JOB FAIR


To: Public Schools District Supervisors
Heads of Public and Private Secondary and Integrated Schools

1. The Schools Division of Capiz will hold the **2019 SHS Job Fair** with the theme: "SHS: Trabaho, Negosyo, at Kolehiyo – A Celebration of Success through Unity in Diversity " on March 19, 2019, 9:30 AM at Robinsons Place - Roxas, Lawaan, Roxas City.
2. The **2019 SHS Job Fair** aims to:
 - a. Showcase the SHS processes, performances, products and services;
 - b. Provide job/training opportunity to SHS graduating students through a job fair; and
 - c. Update the schools' stakeholders on the progress of SHS implementation in DepEd Schools Division of Capiz.
3. The Mechanics of the SHS Job Fair is as follows:
 - a. Each Senior High School will conduct an exit survey, using the attached form in enclosure No. 1 of this memorandum, to grade 12 graduating students to determine those who intend to: (i) work after graduation, (ii) engage in business after graduation, (iii) work & engage in business at the same time study in college, and (iv) go to college;
 - b. All graduating SHS students who intend to work and/ engage in business are the bonafide participants to our SHS job fair who will be requested to bring their pertinent papers and be prepared for interview;
 - c. All SHSs are enjoined to prepare a collage (60 cm x 160 cm) standee which includes the school's SHS profile, documents on the implementation processes, products, outputs of the SHS per strand of track/s being offered, and achievements;
 - d. Safety, precautionary measures, and cleanliness must be observed before, during, and after the activity.
4. The participants to this activity are the Principals, Asst. Principals, SHS Coordinators, one LGU representative, PTA president, and SHS Grade 12 advisers. All schools are encouraged to send all SHS graduating students who intend to work and/ engage in business after graduation.

5. All SHSs are requested to set up their collage standee on March 18, 2019, 9:00 PM at the venue.

6. Travel and other expenses incurred during the conduct of the activity are chargeable against school MOOE or other sources of funds subject to compliance with accounting and auditing rules and regulations; while the materials, lunch and snacks of the guests and members of the technical working committee will be charged against the Division HRTD subject to compliance accounting and auditing rules and regulations.

7. Wide dissemination of this memorandum is desired.


ROEL F. BARMEJO, Ph.D., CESO V
Schools Division superintendent

Enclosure: as stated

Reference: none

To be indicated on the perpetual index under the following subjects

SENIOR HIGH SCHOOL

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