



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

September 5, 2022

DIVISION MEMORANDUM

No. 309, s. 2022

**ANNOUNCEMENT OF RECRUITMENT AND SELECTION OF VOLUNTEER ASATIDZ
FOR MADRASAH EDUCATION PROGRAM**

To: Assistant Schools Superintendents
CID/SGOD Chiefs
Public Schools District Supervisors/Education Program Supervisors
Members of HRMPSB
Bulacan Muslim Affairs Consultative Council President
All Others Concerned

1. This is to announce the recruitment and selection of volunteer Asatidz to be assigned in Madrasah Education Program implementing schools namely:

• Marciano Del Rosario Memorial School	- Pulilan District
• Balagtas Central School	- Balagtas District
• Baliuag North Central School	- Baliuag North District
• St. Martha Elementary School	- Bocaue District
• Pandi Residences Elementary School	- Pandi North District
• Cacarong Bata Elementary School	- Pandi North District
• Banga Elementary School	- Plaridel District
• Timoteo Policarpo Memorial School	- Norzagaray East District
• Bigte Elementary School	- Norzagaray East District
• Bagbaguin Elementary School	- Santa Maria East District

2. The said activity aims to identify and deploy qualified volunteer Asatidz to teach Arabic Language and Islamic Values Education (ALIVE) for the concerned elementary schools in SDO Bulacan
3. Enclosed to this memorandum are the following:
- Job Description and Qualification Standards;
 - Schedule of Recruitment and Selection Activities;
 - Documents to be submitted; and
 - Composition of the Division Human Resource Merit Promotion and Selection Board;
4. It is expected that minimum health standard protocols shall be observed in the conduct of the activity to ensure safety of the participants.
5. Wide dissemination and compliance with this memorandum is desired.


ZENIA G. MOSTOLES, EdD, CESO V
Schools Division Superintendent





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Enclosure No. 1 to the Division Memorandum No. 309, s. 2022

Preferred Qualification Standards for Volunteer Asatidz

Position Title/Description	Salary Grade	Education	Experience	Training	Eligibility
Ustadz /Ustadzah/ ALIVE Teacher	(LGU fund)	At least Senior High School or Junior HS (if graduated in 2016 or earlier) with schooling in Arabic Language and Islamic Studies	1 year of relevant experience	Relevant training on Arabic Language and Islamic Studies	Not required for volunteer asatidz

Schedule of Recruitment and Selection Activities

Date	Activity
On or before September 8, 2022	Submission of documents: <ul style="list-style-type: none">• Application letter / Letter of Intent• Resume with picture• Any valid proof of Arabic Language and Islamic Studies• Any valid proof of Arabic Language and Islamic Trainings• Any valid proof of experience in teaching ALIVE
September 9, 2022	<ul style="list-style-type: none">• Orientation• Oral interview and written examination of applicants (SDO Bulacan Conference Hall)
September 14, 2022	<ul style="list-style-type: none">• HRMPBSB Deliberation – Evaluation of documents and preparation of Comparative Assessment Results• Online announcement of Comparative Assessment Results





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Enclosure No. 2 to the Division Memorandum No. 309, s. 2022

DIVISION HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD (HRMPSB)

Chairperson: ROWENA T. QUIAMBAO, CESE
Assistant Schools Division Superintendent

Members: Gregorio C. Quinto Jr., EdD
CID Chief

Cecilia S. Custodio, PhD
SGOD Chief

Ms. Josefina S. Pedroche
Administrative Officer V

Ms. Victoria O. Madrigal
Administrative Officer IV, Personnel Unit

Examiner: Mr. Arlston E. Manuel
EPS in MAPEH, DAC

Ms. Anisa P. Ibrahim
Ustadzah/ALIVE Teacher

