

Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF EL SALVADOR CITY**

Advisory No. 07, s.2025

November 6, 2025

In compliance with DepEd Order (DO) No. 8, s.2013,  
this advisory is issued not for endorsement as per DO 28, s. 2001,  
but only for the information of DepEd Officials,  
personnel/staff, as well as the concerned public.  
(Visit <https://depedelsalvadorcity.org>)

**CAREER GUIDANCE AND EMPLOYMENT COACHING (CGEC) PROGRAM**

The Public Employment Service Office (PESO) of El Salvador City, Misamis Oriental, is set to conduct its annual Career Guidance and Employment Coaching (CGEC) Program for graduating Senior High School students in the Division from November 4-25, 2025.

Please see attachments for the complete details and schedule of school visits.

Participation shall be voluntary basis and shall be subject to the no-disruption-of-classes policy stipulated in DepEd Order No. 09, s. 2005 entitled Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith, Section 3 of Republic Act No. 5546 (Policy on Contribution), and DepEd Order No. 66, s. 2017 (Policy on Off-Campus Activities).

Immediate and wide dissemination of this Advisory is desired.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

SGOD/YFD/*evm*



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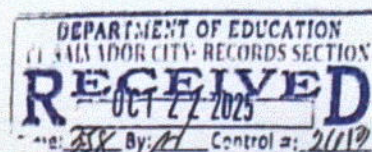


*Public Employment Service Office*

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October 22, 2025

**MR. RANDOLPH B. TORTOLA**  
Schools Division Superintendent  
Department of Education  
Division of El Salvador City  
Misamis Oriental



Dear Sir Tortola,

The Public Employment Service Office (PESO) of El Salvador City, Misamis Oriental, is set to conduct its annual **Career Guidance and Employment Coaching (CGEC) Program** for graduating Senior High School students throughout El Salvador City. This significant initiative will be held from **November 4 to 25, 2025**. The program will be delivered in a **classroom setting** to foster meaningful engagement with the students. This approach aims to effectively achieve our goal of equipping the youth with the necessary knowledge and skills to remain relevant and competitive in today's evolving workforce.

The symposium will cover four essential topics:

1. **Labor Standards** by DOLE Presentative
2. **Labor Market Information** by DOLE Presentative
3. **Resume and Application Letter Crafting** by PESO Presentative
4. **Beyond the Diploma: Essential Mindset and Employment Strategies for Senior High Graduates** by PESO Presentative

To ensure meaningful engagement and sufficient time for discussion, we plan to accommodate **two strands per day**, with each session lasting **3 hours per strand**.

Please refer to the table below for the detailed schedule of school visits.

**CORRECTED DATES**

SCHOOLS	DATES
San Francisco de Asis Senior High School	November 04, 2025 (1 STRAND) (8:00 AM – 12 NOON)
Hinigdaan Senior High School	November 05, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
Hinigdaan Senior High School	November 06, 2025 (1 STRAND) (8:00 AM – 11:00 AM)





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	(1 STRAND) (1:00 PM – 4:00 PM)
Cogon Senior High School	November 07, 2025 (1 STRAND) (8:00 AM – 11:00 PM) (1 STRAND) (1:00 PM – 4:00 PM)
Cogon Senior High School	November 10, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
Cogon Senior High School	November 11, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
City High Senior High School	November 12, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
Sambulawan Senior High School	November 13, 2025 (1 STRAND) (8:00 AM – 12 NOON)
Molugan National Senior High School	November 14, 2025 (1 STRAND) (1:00 PM – 5:00 PM)
Molugan National Senior High School	November 17, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
Molugan National Senior High School	November 18, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
Himaya Senior High School	November 19, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
St. Joseph Academy of El Salvador	November 20, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
St. Joseph Academy of El Salvador	November 21, 2025 (1 STRAND)





Republic of the Philippines  
Province of Misamis Oriental  
**LOCAL GOVERNMENT UNIT**  
CITY OF EL SALVADOR



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*Public Employment Service Office*

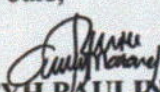
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	(8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
St. Joseph Academy of El Salvador	November 24, 2025 (1 STRAND) (8:00 AM – 12 NOON)
The New El Salvador Colleges SHS	November 24, 2025 (1 STRAND) (8:00 AM – 11:00 AM) (1 STRAND) (1:00 PM – 4:00 PM)
Sinaloc Senior High School	November 25, 2025 (1 STRAND) (8:00 AM – 12 NOON)


Hoping for your positive response with this matter.

Thank You and God Bless!

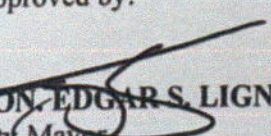
Sincerely Yours,

  
**GWENYTYH PAULINE B. MATANOG, CHRA**  
PESO Staff

Noted by:

  
**EnP. CONIE V. LAPAD, MBA, LPT**  
PESO Manager

Approved by:

  
**HON. EDGAR S. LIGNES**  
City Mayor