



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

May 25, 2021

No. 296, s. 2021

**TRAINING ON BUILDING AN IMPACTFUL RESUME AND ONLINE
 PROFESSIONAL BRAND FOR GRADE 12 LEARNERS
 AND TEACHERS**

To: Public Schools District Supervisor Concerned
 Secondary School Heads Concerned
 Senior High School Teachers

1. Relative to OUA Memorandum No. 00-0521-0165 dated May 25, 2021, this office announces the conduct of Training on Building an Impactful Resume and Online Professional Brand for **Grade 12 Learners and Teachers** on **June 1, 2021**, Tuesday at 1:00PM via Microsoft Teams.
2. This activity aims to help graduating Grade 12 learners build their online professional profiles and support goals for competency building and employability by making available online training courses and connecting them with industry practitioners.
3. The link of the event will be given closer to the date of the launching.
4. For more information, question and concerns about the training, please contact Ms. Clarissa Segismundo, Education Program Lead, Microsoft Philippines via email at clarissa.segismundo@microsoft.com.
5. Immediate dissemination and strict compliance of this Memorandum is directed.

CRISTY C. EPE
 Schools Division Superintendent

Schools Division Office of Digos City
 21-72013
 MAY 7 2021
 BY:





21-72013

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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0521-0165**MEMORANDUM**

25 May 2021

For: **Regional Directors
BARM Education Minister
Schools Division Superintendents
School Heads
All Others Concerned**

Subject: **TRAINING ON BUILDING AN IMPACTFUL RESUME AND
ONLINE PROFESSIONAL BRAND FOR GRADE 12 LEARNERS
AND TEACHERS**

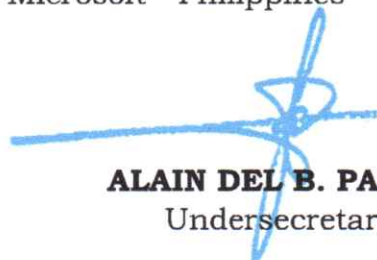
The Office of the Undersecretary for Administration (OUA) in partnership with **Microsoft Philippines** will be launching a nationwide training for Grade 12 learners and teachers on “**Building an Impactful Resume and Online Professional Brand**” to support learners with workforce advantage and readiness through the online platform **LinkedIn**.

Supported by the **Employers Confederation of the Philippines (ECOP)**, the training aims to help graduating Grade 12 learners build their online professional profiles and support the goals for competency building and employability by making available online training courses and also connecting them with industry practitioners and potential partners in education. Attached is the recently issued Aide Memoire for guidance in relation to the activity.

The launch will be conducted online via **Microsoft Teams on 01 June 2021 (Tuesday) at 1:00PM**. The link to the event will be given closer to the date of the launch.

For questions and concerns about the training, please contact Ms. Clarissa Segismundo, Education Programs Lead, Microsoft Philippines via email at clarissa.segismundo@microsoft.com.

For immediate and appropriate action.


ALAIN DEL B. PASCUA
Undersecretary

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[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRRMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

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