




Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

REGIONAL MEMORANDUM
ORD-2025- 064

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **JOCELYN DR ANDAYA** 
Regional Director, NCR
Concurrent Officer-In-Charge
Office of the Assistant Secretary for Operations

SUBJECT : **PROPOSED CONDUCT OF CAREER READINESS CARAVAN PROGRAM IN PARTNERSHIP WITH JOBSTREET BY SEEK**

DATE : **January 17, 2025**

1. This is relative to the attached Memorandum from **GRACIELA E. MENDOZA**, Director IV, External Partnerships Service, Office of the Secretary, Department of Education, Pasig City, dated November 25, 2024, and received last January 13, 2024, relative to the Proposed Conduct of Career Readiness Caravan Program in Partnership with Jobstreet by SEEK.
2. Particular attention is invited to paragraphs 1, 2, 3, 4, and 5, including the attachment of the said Memorandum for reference.
3. For inquiries, your staff may contact Ms. Sabina De Castro of the External Partnership Service through telephone no. 8638-8639 or mail at sabina.decastro@deped.gov.ph / externalpartnerships@deped.gov.ph.
4. Immediate dissemination of this Memorandum is desired,

AMP/ESSD



Address: 6 Misamis St., Bago Bantay, Quezon City
Email address: ncr@deped.gov.ph
Website: depedncr.com.ph






Republic of the Philippines
Department of Education
OFFICE OF THE SECRETARY

CO – EPS No. _____ s.2024

MEMORANDUM

FOR : **JOCELYN DR. ANDAYA**
Regional Director – DepEd NCR

FROM : 
GRACIELA E. MENDOZA
Director IV
External Partnerships Service

SUBJECT : **PROPOSED CONDUCT OF CAREER READINESS CARAVAN PROGRAM IN PARTNERSHIP WITH JOBSTREET BY SEEK**

DATE : November 25, 2024

The Department of Education (DepEd), through the External Partnerships Service (EPS), is in discussion with Jobstreet by SEEK with regard to enhancing the career readiness and development among Senior High School (SHS) and Alternative Learning System (ALS) learners in the Philippines. This collaboration leverages Jobstreet's global expertise, innovative technological platforms, and commitment to workforce development to provide learners with the skills, knowledge, and resources needed to succeed in today's competitive job market.

As part of its pilot implementation, Jobstreet by SEEK has proposed a Career Readiness Caravan Program, targeting SHS and ALS learners in the National Capital Region (NCR). The program includes workshops on essential topics such as interview preparation, resume writing, and practical job-seeking strategies. Sessions will be conducted in-person in DepEd-identified schools twice a month from February to April 2025, with 30-50 learners per session.

In this regard, we kindly request your assistance to facilitate the identification of the following details for the pilot implementation of the program:

- List of SHS and ALS learner participants
- Venues (SDOs & Schools)
- Proposed dates and times for each session
- Provision of snacks during the session

The attached proposal outlines the program's objectives, schedule, and implementation details for your reference.

For additional information, your staff may contact Ms. Sabina De Castro of the External Partnerships Service through telephone no. 8638-8639 or mail at sabina.decastro@deped.gov.ph / externalpartnerships@deped.gov.ph.

Thank you very much.



Empowering the Future Workforce: A Partnership Between the Department of Education and Jobstreet by SEEK (A Career Readiness Caravan)

- Date & Time:** Within February to April 2025, 9:00AM – 12NN (before the schedule of final examinations of SHS learners for SY 2024-2025)
- Venue:** Schools in NCR proposed by DepEd
- Background:** The Department of Education (DepEd) recognizes the crucial role of education in equipping young Filipinos with the necessary skills for future success. To address this, DepEd has partnered with Jobstreet by SEEK, a leading online job platform, to provide comprehensive career readiness training and skill development opportunities for Senior High School students and Alternative Learning System (ALS) learners.
- Key message:** Building a brighter future by empowering Filipino youth through career readiness workshop.
- Objective:** Enhance employability skills and promote career awareness for SHS and ALS learners.
- Participants:** 30-50 SHS and ALS learners per session
- Facilitator:** Subject Matter Expert/s from Jobstreet by SEEK
- Mode of Instruction:** In-Person Training
- Frequency:** Twice a month, with different audiences and schools per session.

Program:

Time	Activity	In-charge
8:30AM – 9:00AM	Registrations	DepEd / School
9:00AM – 9:05AM	Opening Remarks	DepEd / Jobstreet
9:05AM – 10:00AM	How to Ace your Job Interview	Jobstreet
10:00AM – 11:00AM	How To Create a Winning Resume	Jobstreet
11:00AM – 12:00NN	Workshop: Resume Consultations & Mock Interviews	Jobstreet
12:00NN	Closing Remarks & End of Program	DepEd / School

Other Topics available upon request: Upskilling or Job Trends

For any queries and clarifications, DepEd may coordinate with Jobstreet by SEEK through:

Ms. Kristine Keryn P. Marquez, Brand and Partnerships Manager
Mobile/Viber Number: +63 917 711 1621
Email Address: kmarquez@jobstreet.com