

REPUBLIKA NG PILIPINAS
Republic of the Philippines
KAGAWARAN NG EDUKASYON AT KULTURA
Department of Education and Culture
Manila

LAKANGPANG NG KANTON
Office of the Secretary

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DEPARTMENT MEMORANDUM
No. 20, s. 1975

BOOKLETS ON CAREERS AND JOBS

To: The Director of Public Schools,
The Director of Private Schools,
The Director of Vocational Education, and
The Coordinator of State Colleges & Universities:

1. The Rotary Club of Manila has recently published three booklets:
 - * The Graduate '75 - a guide to careers which require a college education.
 - * The Professional '75 - a guide to careers which do not require a college education.
 - * The Employer '75 - a national survey of companies, with the jobs they offer, and a description of the kind of workers they want.

These booklets have just come off the press. They are a logical development of the books published by Rotary in 1974.

2. Last year the booklets were designed principally for high school graduates in Metropolitan Manila. The 1975 edition is nationwide, for graduates both of high school and of college.

3. They are sold at a subsidized price of three pesos per copy -- P7.50 for the full set of three.

4. For high school graduates, the booklets give useful information on jobs available in various industries, the training required for each job, the costs, and the schools where this training may be acquired.

5. They also provide an interesting directory of employment opportunities for careers which require a college education.

6. Considering that students in the past may have made mistakes in their choice of a course, or of a career, due to the absence of accurate information on jobs available-- these booklets seem to be timely, and valuable. They answer a real need.

7. It is desired that schools be encouraged to have sufficient copies of these booklets, in order to help students--particularly those graduating this school year--to make judicious decisions on the professional or vocational courses they will pursue.

Copies may be secured from the:

National Bureau of Mass Media
2307 Pedro Gil St. (Lorron)
Sta. Ana, Manila
P.O. Box 3169, Manila

(SGD.) JUAN L. MANUEL
Secretary