



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

DIVISION OF CAGAYAN DE ORO CITY
RELEASED
DATE DEC 11 2023

Office of the Schools Division Superintendent

11 December 2023

DIVISION MEMORANDUM

No. 082 s.2023

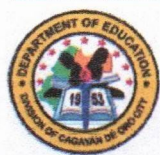
SCHEDULE OF FINAL EVALUATION AND INTERVIEW FOR
NON-TEACHING POSITION

TO: Assistant Schools Division Superintendent
Public Schools District Supervisors
All Elementary and Secondary Public School Heads and Principals
CTD and SGOD Personnel
All Others Concerned

1. Pursuant to Division Memorandum No. 109, s. 2023 (Announcement of Vacant Non-Teaching Position) dated October 27, 2023, the field is hereby informed of the scheduled Final Evaluation and Interview for **Administrative Officer IV (Supply Officer II)** and **Administrative Officer IV (Cashier II)** positions, to wit:

DATE & TIME	POSITION	NO. OF QUALIFIED APPLICANTS
December 22, 2023 (Friday) MORNING 8:30 a.m.	Administrative Officer IV (Cashier II)	17
December 22, 2023 (Friday) AFTERNOON 1:00 p.m.	Administrative Officer IV (Supply Officer II)	8

2. Panel Interview will be conducted at the **Old LRMS Office, DepEd – Schools Division Office of Cagayan de Oro** for Administrative Officer IV (Supply Officer II) and Administrative Officer IV (Cashier II) positions.
3. **DepEd Order No. 7, s. 2023** (Guidelines on Recruitment, Selection, and Appointment in the Department of Education) will be used as the basis for document evaluation and interview for Administrative Officer IV (Supply Officer II) and Administrative Officer IV (Cashier II) positions.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Mobile No: +63 975 6403 226 (Globe) | +63 951 1710 902 (Smart)
Email Address: cagayandeoro.city@deped.gov.ph



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

4. All applicants must bring their original copies of submitted pertinent documents for verification purposes and must wear appropriate attire during the interview.
5. This Office promotes Equal Employment Opportunity Principle (EEO). Qualified candidates are welcome to apply regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
6. This Office directs the immediate and wide dissemination of this Memorandum.


ROY ANGELO E. GAZO
Schools Division Superintendent

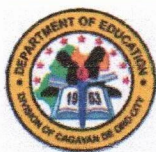
Encl.: None

Reference: As stated

To be indicated in the Perpetual Index
under the following subjects:

APPOINTMENT	EMPLOYMENT	EVALUATION
PROMOTIONS	POSITIONS	SELECTION

CAA-MFN / DM – schedule of final evaluation and interview for non-teaching positions
December 11, 2023



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
Mobile No: +63 975 6403 226 (Globe) | +63 951 1710 902 (Smart)
Email Address: cagayandeoro.city@deped.gov.ph