



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

Office of the Schools Division Superintendent

08 November 2024

DIVISION MEMORANDUM
No. 888 s.2024

SCHEDULE OF FINAL EVALUATION AND INTERVIEW FOR
LEVEL II NON-TEACHING POSITIONS

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. 880 s. 2024, titled "Initial Evaluation Results (IER) for Teaching Position," dated November 08, 2024, the field is hereby informed of the scheduled **Final Evaluation and Interview** for the following Level II (Non-Teaching) position:

DATE	TIME	POSITION	NO. OF QUALIFIED APPLICANTS
November 18, 2024 (Monday)	8:00 a.m. to 5:00 p.m.	Administrative Officer IV	4
		Registrar 1	37
November 19, 2024 (Tuesday)	8:00 a.m. to 5:00 p.m.	Administrative Officer II	106

2. Panel Interview will be conducted at the **CTD Office, 2nd Floor DepEd – Schools Division Office of Cagayan de Oro.**
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.
4. All applicants must wear appropriate attire during the interview.
5. This Office promotes Equal Employment Opportunity Principle (EEOP). Qualified candidates are welcome to apply regardless of disability, sexual orientation, gender, age, religion, and ethnicity.



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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6. In case of Disability, please disclose what assistance you need (e.g., auxiliary aids and services to visually or hearing impaired, wheelchair etc.) for this division to provide reasonable accommodations.
7. 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	POSITIONS
PROMOTIONS	RECRUITMENT	SELECTION	

CAA-MFN / DM –schedule of final evaluation and interview for level ii non-teaching positions
November 08, 2024



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