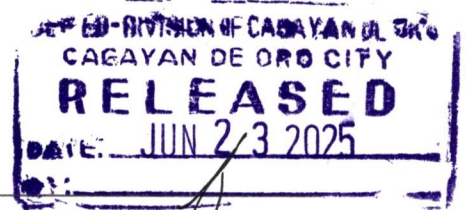




Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



19 Jun 2025

DIVISION MEMORANDUM

No. 482 s.2025

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

TO: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
All Curriculum Implementation Division Personnel
All School Governance and Operations Division Personnel
All Office of the Schools Division Superintendent Personnel
All Elementary and Secondary Public School Heads and Principals
This Division

1. In reference to Division Memorandum No. 477, s. 2025, titled "Initial Evaluation Results (IER) for Level I Non-Teaching Positions," dated June 18, 2025, the field is hereby informed of the scheduled Final Evaluation and Interview for the following positions:

DATE	TIME	POSITION	NO. OF QUALIFIED APPLICANTS
June 30, 2025 (Monday)	8:00 a.m. to 5:00 p.m.	Administrative Assistant II (Disbursing Officer II)	28
		Administrative Assistant III (Senior Bookkeeper)	7

2. **DepEd Order No. 07, s. 2023** (Guidelines on Recruitment, Selection, and Appointment in the Department of Education) and **DepEd Order No. 21, s. 2024** (Amendments to DepEd Order No. 07, s. 2023) will be used as the basis for document evaluation and interview.

3. All applicants must wear appropriate attire during the interview

4. In adherence to Equal Employment Opportunity Principle (EEOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.

5. This Office directs immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent

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Republic of the Philippines
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Encl.: As stated

Reference: N o n e

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

EVALUATION

POSITIONS

RECRUITMENT

SELECTION

DM-042-OSDS-PERSONNEL-CAA/ schedule of final evaluation and interview for level I non-teaching positions
June 19, 2025

Competence
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