



Republic of the Philippines
Department of Education
REGION X

DIVISION OF CAGAYAN DE ORO CITY



Office of the Schools Division Superintendent

25 Jun 2026

DIVISION MEMORANDUM

No. 591 s.2026

SCHEDULE OF FINAL EVALUATION AND INTERVIEW
FOR LEVEL II 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. 578, s. 2026, titled "Initial Evaluation Results (IER) of Level II Non-Teaching Positions," dated June 23, 2026, the field is hereby informed of the scheduled Final Evaluation and Interview for the following positions:

DATE	TIME	POSITION	NO. OF QUALIFIED APPLICANTS
July 01, 2026 (Wednesday)	8:00 a.m. to 9:00 a.m.	Written Examinations (WE) and Skills or Work Sample Tests (S/WST) (ALL POSITIONS)	
	Final Evaluation and Interview:		
	9:30 a.m. to 12:00 noon	Legal Assistant I	1
		Administrative Officer II	35
	1:00 p.m. to 5:00 p.m.	Administrative Officer IV (HRMO)	8
		Administrative Officer IV (Procurement)	9

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.

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

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: None

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

EVALUATION POSITIONS RECRUITMENT SELECTION

DM-114-OSDS-PERSONNEL-CAA/ schedule of final evaluation and interview for level II non-teaching positions
June 25, 2026