



Republika ng Pilipinas
Kagawaran ng Edukasyon
REHIYON V - BICOL

TANGGAPANG PANSANGAY NG CATANDUANES

UNNUMBERED MEMORANDUM
OSDS-PER-UM-12-02-2024/HR

TO : Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Elementary & Secondary School Heads
Applicants for the Position
All Others Concerned

By Authority of the OIC- Schools Division Superintendent:

FROM : *[Signature]*
ATTY. NORLITO JR. P. AGUNDAY
Attorney III
Officer-in-Charge

SUBJECT : **ADVISORY TO DIVISION MEMORANDUM No. 470, s. "ACCEPTANCE OF APPLICATION AND ASSESSMENT FOR RELATED-TEACHING POSITION AND DIVISION MEMORANDUM No. 513 s. 2024. "ACCEPTANCE OF APPLICATION AND ASSESSMENT FOR NON-TEACHING POSITION**

DATE : December 2, 2024

1. All concerned are hereby informed of the updated schedule of activities relative to the Assessment for the Senior Education Program Specialist (SEPS-SMME), Administrative Officer II (Elementary & Senior High School), Administrative Aide IV (Calatagan High School) and Administrative Aide III (Baras RDHS) positions as announced in Division Memorandum:

Position	Activity	Date, Time & Venue	Persons Responsible
Administrative Aide IV and Administrative Aide III	Open Deliberation	December 3, 2024 8:00 to 5:00 P.M. SDO, Hall A	HRMPSB Member HRMPSB Secretariat All Qualified Applicants for the Position
Administrative Officer II (SHS and Elementary)	Written and Work Sample Test	December 4, 2024 9:00 - 11:00 A.M. SDO, Hall A	HRMPSB Secretariat All Qualified Applicants for the Position
Senior Education Program Specialist (SEPS)	Written and Work Sample Test	December 4, 2024 9:00 - 11:00 A.M. SDO, Hall A	HRMPSB Secretariat All Qualified Applicants for the Position
Senior Education Program Specialist (SEPS)	Open Deliberation	December 4, 2024 1:00 - 5:00 P.M. SDO, Hall A	HRMPSB Member HRMPSB Secretariat All Qualified Applicants for the Position
Administrative Officer II (Elementary and SHS)	Open Deliberation	December 5-6, 2024 8:00 - 5:00 P.M. SDO, Hall A	HRMPSB Member HRMPSB Secretariat All Qualified Applicants for the Position

3. All other provisions in the said Division Memorandum still apply.

4. For information and guidance.



San Roque, Virao, Catanduanes
052-8114063
catanduanes@deped.gov.ph
www.depedrovcatanduanes.com / www.catanduanes.deped.gov.ph