



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM

MLA-2022-OSDS- 144

To : **Dr. CASIANA P. CABERTE CESE**
Dr. JOHN ARIEL A. LAGURA
ATTY. KATRINA B. ORA
(Mrs.) JOCELYN P. CUTIN
(Mrs.) MICHELLE T. SAGARAL CPA, MM
Dr. FILOMENA C. TANGGAAN

From : **JOSEPH IRWIN A. LAGURA PhD**
Schools Division Superintendent *JAL*

Subject : **CONDUCT OF ONLINE INTERVIEW FOR APPLICANTS TO
THE POSITION OF ADMINISTRATIVE ASSISTANT III**

Date : July 25, 2022

1. Designated as the Division Human Resource Merit Promotion and Selection Board in pursuance to DepEd Order No. 29, s. 2002, you are hereby directed to conduct an online interview of the applicants for the ranking to the position of Administrative Assistant III on **August 2, 2022** at the Conference Room.
2. You are expected to perform your duties and responsibilities with utmost sincerity and dedication.
3. Expenses relative to the conduct of the said activity are chargeable against Division MOOE, subject to the usual auditing rules and regulations.
4. For information, guidance, and strict compliance.