



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
No. 301, s. 2023

July 21, 2023

**CORRIGENDUM TO DIVISION MEMORANDUM NO. 269, s.2023
RE: (Corrigendum to Division Memorandum No. 171, s.2023
titled Ranking for the Position of Administrative Officer V [Budget Officer III])**

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Section and Unit Heads
Public Elementary and Secondary School Heads
Applicants
Others Concerned

1. This Office hereby announces the changes of the schedule of activities for the Recruitment and Selection of applicants for the position of Administrative Officer V (Budget Officer III). Kindly refer to Enclosure A.
2. For the schedule of examination and interview, kindly refer to Enclosure B.
3. All other provisions of Division Memorandum No. 269, s.2023 not consistent with this memorandum shall remain in effect.
4. Immediate and wide dissemination of this Memorandum is directed.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/EQA/ASDS/EQA/ecc



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Enclosure A to Division Memorandum No. ____, s.2023 dated July 21, 2023

Recruitment and Selection Adjusted Schedule of Activities	
July 27, 2023	Conduct of Written Examination (WE), Behavioral Event Interview (BEI), and Work Sample Test (WST) Venue: Division Conference Room
	Presentation of Initial Results
July 28, 2023	Consolidation and preparation of Comparative Assessment Result (CAR)
July 31, 2023	Submission of duly signed CAR by the HRMPSB to the Schools Division Superintendent (SDS)
August 1, 2023	Review and approval of the CAR by the SDS
August 2 - 9, 2023	Posting of CAR

JULY 27, 2023 (Thursday)

TIME	Activity/APPLICANT's CODE
9:00 – 9:30 a.m.	Written Examination and Work Sample Test of all applicants
Interview per Applicant	
1:01 – 1:20 p.m.	2023-000- AdofV-001
1:21 – 1:40 p.m.	2023-000- AdofV-002
1:41 – 2:00 p.m.	2023-000- AdofV-003
2:01 – 2:20 p.m.	2023-000- AdofV-004
2:21 – 2:40 p.m.	2023-000- AdofV-005