



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
OSDS-2024- 115

TO : **MR. RUBEN C. LOREJO**, ADOF II/ HRMPSB Secretariat
MRS. MARICEL A. GALAN, ADAS III/ HRMPSB Secretariat
MS. JOANALLI O. INTIA, ADAS III/ HRMPSB Secretariat

FROM : **WILFREDA D. BONGALOS PhD CESO V**
Schools Division Superintendent
Office of the Schools Division Superintendent

SUBJECT : **BEHAVIORAL EVENTS INTERVIEW (BEI) OF APPLICANTS
FOR THE POSITIONS OF EDUCATION PROGRAM
SUPERVISOR, PROJECT DEVELOPMENT OFFICER II,
ADMINISTRATIVE OFFICER I AND ADMINISTRATIVE AIDE VI**

DATE : August 2, 2024

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1. Designated as the Division Human Resource Merit Promotion and Selection Board Secretariat, you are hereby directed to facilitate the preliminaries and assist the Board in the conduct of behavioral events interview of the applicants for the ranking to the positions of Education Program Supervisor, Project Development Officer II, Administrative Officer I And Administrative Aide VI on **August 5-6, 2024** in the Division 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.

WDB/HRMPSB/JAAL/jro



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