



Republic of the Philippines
Department of Education
Region I
SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
DM-2022 - 057

To : **Applicants for Administrative Assistant II, Administrative Aide VI and Administrative Aide IV**

Subject : **EVALUATION OF PAPERS AND PANEL INTERVIEW**

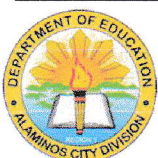
From : Schools Division Superintendent

Date : February 21, 2022

1. Please be informed that the Division Personnel Selection Board will convene on **Wednesday, February 23, 2022, at 1 o'clock in the afternoon onwards** at the **Division Library Hub** to evaluate the pertinent papers and conduct the interview of the applicants for Administrative Assistant II, Administrative Aide VI, and Administrative Aide IV positions.
2. In this regard, you are hereby advised to appear before the Board on the above-mentioned date, time and venue.
3. Your presence is highly enjoined and bring original copies of your documents for reference.
4. Applicants must observe IATF Protocols by wearing Facemask during the activities.
5. Lastly, all qualified applicants regardless of age, race, sexual preferences, orientation, gender, special needs and religion are encouraged to apply.
6. For your information, guidance and compliance.


LORNA G. BUGAYONG, Ph.D., CESO V
Schools Division Superintendent

With hundred reasons to serve!



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