



MEMORANDUM

TO : OIC – Assistant Schools Division Superintendent
Chief Education Supervisor - SGOD
OIC Chief Education Supervisor– CID
Education Program Supervisors
Public Schools District Supervisors
All Elementary and Secondary School Heads
All Others Concerned

FROM : DR. ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

SUBJECT : SCHEDULE OF EVALUATION AND INTERVIEW OF NON-TEACHING
APPLICANTS

DATE : January 22, 2019

Please be informed that the evaluation and interview of applicants for the following positions will be at DepEd Office Conference Room, Sports Educational Hub Circumferential Road, Brgy. San Isidro, Antipolo City following the schedule below:

Date	Time	Position
January 23, 2019	1:00 PM	Administrative Officer II
		Administrative Assistant III (Senior Bookkeeper)
		Administrative Assistant II (SHS and Disbursing Officer)
		Administrative Aide VI

Applicants are advised to adhere to the following:

1. Report to the venue on the ***scheduled time***. The order of evaluation shall be on ***first come, first serve basis***.



Republic of the Philippines
Department of Education
Region IV-A CALABARZON
CITY SCHOOLS DIVISION OFFICE OF ANTIPOLO



2. Bring original documents for verification purposes.
3. No additional documents shall be accepted after the due date.
4. **No applicants** will be entertained after the scheduled date and time.

Please regularly visit DepEdAntipolo City website www.depedantipolo.com for further announcement.

For information and guidance of all concerned.

UM - 4 s. 2019
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