



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Office of the Schools Division
Superintendent

DIVISION MEMORANDUM
No. 250, s. 2022

JUN 21 2022

CORRIGENDUM TO REGIONAL MEMORANDUM NO. 404, s. 2022
RE: RECRUITMENT AND SELECTION OF APPLICANTS FOR VACANT POSITIONS

TO: Asst. Schools Division Superintendent
Chiefs, CID and SGOD
Public Schools District Supervisor
Elementary and Secondary School Heads
All Others Concerned

1. Attached is Regional Memorandum No. 429, s. 2022 re: Corrigendum to Regional Memorandum no. 404, s. 2022, contents of which are self-explanatory.
2. Other provisions of the aforementioned Memorandum remain in effect.
3. Immediate dissemination of this Memorandum is desired.

LEA C. BELLEZA EdD
OIC-Asst. Schools Division Superintendent
In-Charge of the Division





Republic of the Philippines
Department of Education
REGION VI - WESTERN VISAYAS

JUN 14 2022

REGIONAL MEMORANDUM

No. 449 s. 2022

**CORRIGENDUM TO REGIONAL MEMORANDUM NO. 404, s. 2022 TITLED:
RECRUITMENT AND SELECTION OF APPLICANTS FOR VACANT POSITIONS**

TO: Schools Division Superintendents
Chiefs of Functional Divisions
All Others Concerned

1. Relative to Regional Memorandum No. 404, s. 2022 titled: **Recruitment and Selection of Applicants for Vacant Positions**, this Office announces the change of the following entries indicated below:

a. Additional Vacant Position

POSITION	No. of Positions	Office Assignments
ADMINISTRATIVE ASSISTANT III	1	Office of the Regional Director

a.1 Qualification Standards

POSITION	SG	EDUCATION	TRAINING	EXPERIENCE	ELIGIBILITY
ADMINISTRATIVE ASSISTANT III OSEC-DECSB-ADAS3-420053-2004	9	Bachelor's Degree relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional (First Level Eligibility)

b. Correction of Office Assignment

POSITION	No. of Positions	Office Assignments
LIBRARIAN II	1	Curriculum and Learning Management Division





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c. Activities and Timeline

Activities	Venue	Schedule
Filing of Application Letter with Complete Supporting Documents	Records Section	June 6-24, 2022
Pre-evaluation of the Applicant's qualification vis-a-vis Qualification Standard (QS) and submit the Selection Line-up for deliberation of HRMPSB	HRM Office	June 27-30, 2022
Posting of Qualified Applicants	Bulletin Board (3 conspicuous places)	July 1, 2022
Evaluation and Deliberation	Office of the Assistant Regional Director/ Virtual	July 4-8, 2022
Systematic Assessment		
Interview of applicants	Office of the Assistant Regional Director / Virtual	July 11-15, 2022
Computer Skills Test / Written Examination	ICT/Admin Office /Virtual	
HRMPSB Deliberation and Finalization of Evaluation Results	Office of the Assistant Regional Director / Virtual	July 15-20, 2022
Submission to the Office of the Regional Director for approval of Evaluation Results	Office of the Regional Director	July 21, 2022
Posting of Results	Bulletin Board (3 conspicuous places)	July 23, 2022

- Other provisions of the aforementioned Memorandum remain in effect.
- Immediate dissemination of this Memorandum is desired.


RAMIR B. UYTICO EdD, CESO III
Regional Director

References: None
Incl: As stated
To be indicated in the Perpetual Index
under the following subjects:

HIRING RECRUITMENT SELECTION

