



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City

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**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**

**OSDS-2024-** 196

To: Human Resource Merit Promotion and Selection Board  
Division Health and Nutrition Personnel  
All Concerned Applicants

Subject: **SCHEDULE OF WRITTEN EXAMINATION, OPEN ASSESSMENT AND INTERVIEW FOR THE VACANT POSITION OF TEACHER-II/III, EDUCATION PROGRAM SPECIALIST-II, ADMINISTRATIVE OFFICER-IV AND HEAD TEACHER-I.**

Date: May 27, 2024

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1. The schedule of written examination, open assessment and interview of applicants for the vacant position of Teacher-II, Education Program Specialist-II, Administrative Officer-IV, and Head Teacher-I will be on May 28, 2024, 8:30 am to 5:00 pm at the Digos City National High School-Audio Visual Rom (DICNHS-AVR).
2. Herewith is the schedule for the Written Examination, Open Assessment and Interview:

Activity	Time	Item	Venue
Written Examination, Open Assessment and Interview	8:30 am – 10:00 am	Teacher-II/III	Digos City National High School-Audio Visual Rom (DICNHS-AVR)
	10:00 am – 12:00 noon	Education Program Specialist-II	
	1:00 pm – 3:30 pm	Administrative Officer-IV	
	3:30 pm – 5:00 pm	Head Teacher-I	

3. Bring the original copy of the documents you submitted. Only those with original copy of documents will be given points.
4. Attached herewith is the list of applicants and time details.
5. Minimum Health protocols shall be observed during the conduct of this activity.
6. Failure to attend on the scheduled open assessment, written examination and interview will invalidate your application.

7. For information, guidance, and compliance.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO, PhD, CESO VI**  
OIC- Schools Division Superintendent *ME*

DepEd Schools Division of Digos City  
RECORDS SECTION  
**RECEIVED**  
*24-2105*  
DATE: MAY 27 2024 TIME: 4:46 PM  
BY: *[Signature]*

Time	Vacant Position	Item Code	Name of Applicant
8:30 am – 10:00 am	TEACHER II	OSEC-DECSB-TCH2-750790-2021 (BALABAG ELEMENTARY SCHOOL)	Ybañez, Cheenna Mae T.
	TEACHER II	OSEC-DECSB-TCH2-755879-1998 (PEDRO GARCIA ELEMENTARY SCHOOL)	Sanchez, Cherrievic C. Ybañez, Gay Marie S. Ereso, Dante V.
	TEACHER II	OSEC-DECSB-TCH2-755950-1998 (IGPIT ELEMENTARY SCHOOL)	Ereso, Dante V.
10:00 am – 12:00 noon	TEACHER III	OSEC-DECSB-TCH3-750128-2022 (PEDRO V. BASALAN ELEMENTARY SCHOOL)	Pantil, Maricel D. Reyes, Jessevir B. Gonzaga, Joan O.
	EDUCATION PROGRAM SPECIALIST II	OSEC-DECSB-EPSS2-750106-2014 (SCHOOL GOVERNANCE AND OPERATIONS DIVISION (SCHOOL MOBILIZATION AND NETWORKING))	Ramos, Robin Charles O. Abarcar, Marlou M. Bongcayao, Rizalien Jane L.
	ADMINISTRATIVE OFFICER IV (ADMINISTRATIVE OFFICER II)	OSEC-DECSB-ADOFF4-750025-2004 (DIGOS CITY NATIONAL HIGH SCHOOL)	Bucoya, Charisse Vinz M. Castañares, Mark V. dela Cruz, Irene
1:00 pm – 3:30 pm	ADMINISTRATIVE OFFICER IV (ADMINISTRATIVE OFFICER II)	OSEC-DECSB-ADOFF4-750025-2004 (DIGOS CITY NATIONAL HIGH SCHOOL)	Gundaya, Eleora Cecilia F. Salanga, Joven Anthony P.
			Cabural, Jay Paul B.
3:30 pm – 5:00 pm	HEAD TEACHER I	OSEC-DECSB-HTEACH1-750043-2016 (PEDRO V. BASALAN ELEMENTARY SCHOOL)	Fernandez, Al D.