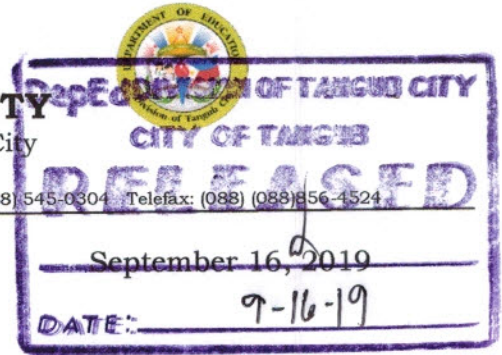




Republic of the Philippines  
Department of Education  
Region X – Northern Mindanao  
**DIVISION OF TANGUB CITY**  
Anecito Siete St., Mantic, Tangub City



E-mail: [tangub.city@deped.gov.ph](mailto:tangub.city@deped.gov.ph) Website: [www.depedtangub.net](http://www.depedtangub.net) Telephone: (088) 545-0304 Telefax: (088) (088) 656-4524

**DIVISION MEMORANDUM**  
No. 236, s. 2019

**SCHEDULE OF INTERVIEW AND FURTHER ASSESMENT FOR THE  
SELECTION OF ADMINISTRATIVE OFFICER IV (BUDGET OFFICER II) AND  
ADMINISTRATIVE ASSISTANT III (SECRETARY II) POSITIONS**

To: Division Promotion and Selection Board  
Public Elementary School Heads  
This Division

1. The schedule of the interview for the selection of Administrative Officer IV and Administrative Officer III will be on September 17, 2019 at 8:00 AM in the Division Conference Room.
2. Only those applicants who submitted their pertinent documents on or before August 9, 2019 for Administrative Officer IV and September 10, 2019 for Administrative Assistant III shall be included in the interview.
3. The member of the Personnel Selection Board (PSB) based on DepEd Order No. 66 s. 2007 entitled "*Revised Guidelines on the Appointment and Promotion of Other Teaching, Related Teaching and Non-Teaching Positions,*" are as follows:

Chairperson:

Rosemarie T. Macesar – Asst. Schools Division Superintendent

Members:

Carmelita A. Jubay - Chief Curriculum Implementation Division

Myrna T. Regidor - Chief School Governance and Operation  
Division

Margissa T. Amen – Administrative Officer V

Lorna C. Peñonal – Education Program Supervisor 1  
/ TACIDITERA President

Marites C. Suminguit - Administrative Officer V/ Budget

Delma R. Denapo - Administrative Officer IV

Secretariat:

Carelyn L. Villegas - Administrative Officer II

Eleanor M. Arabejo - Administrative Assistant III

4. Immediate dissemination of this Memorandum is desired.

**JEAN G. VELOSO**

Assistant Schools Division Superintendent  
Officer –In- Charge, Office of the Schools Division Superintendent

*Relevant, inclusive and liberating basic education builds a strong nation*

JGV/drd/09-16-19