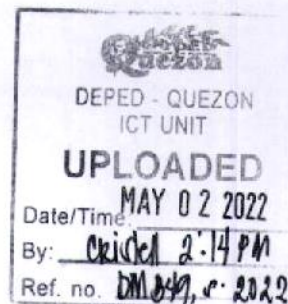




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



02 May 2022

DIVISION MEMORANDUM

DM No. 349, s. 2022

**SCHEDULE FOR THE CONDUCT OF OPEN RANKING PROCEDURE AND BEHAVIORAL
EVENT INTERVIEW OF APPLICANTS FOR THE POSITION OF ADMINISTRATIVE
OFFICER IV (PROCUREMENT)**

**To: Assistant Schools Division Superintendents
Chief, Curriculum Implementation Division
Chief, Schools Governance Operation Division
Education Program Supervisors
HRMPSB-Chairman, Members, Secretariat and TWG
Applicants for Administrative Officer IV
All Concerned**

1. In reference to Division Memorandum No. 101, s. 2022 – **Call for Application for the Administrative Officer IV (Procurement) Position in SDO Quezon**, this office announces the conduct of Open Ranking Procedure and Behavioral Event Interview of applicants for the position of Administrative Officer IV (Procurement) on May 4, 2022 (Wednesday) from 1:00 PM to 5:00 PM.
2. The open ranking and behavioral event interview will be conducted at the SDO Library Hub. All applicants and members of the Division HRMPSB are advised to be at the venue at 1:00 PM for the written examination. The validation of documents and behavioral event interview will be conducted at 2:15 PM.
3. Participants in this activity are expected to adhere to strict health protocols. They are requested to wear face mask, and observe physical distancing at all times in the venue.
4. Attached is the list of applicants for Administrative Officer IV (Procurement).
5. Applicants should ensure that all copies of original documents are available during the conduct of the open ranking for validation and pointing purposes.

DEPEDQUEZON-TM-SDS-04-009-003



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6. Expenses relative to this activity are chargeable against local funds subject to usual accounting and auditing procedures.
7. Posting and immediate dissemination of this Memorandum is desired.

ELIAS A. ALICAYA, JR. EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Asdsajmo05/02/2022

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Enclosure to DM No. 349, s. 2022

LIST OF APPLICANTS FOR ADMINISTRATIVE OFFICER IV (PROCUREMENT)

	Name
1	CAPA, GLAZEL A.
2	CORONADO, HILARIONA
3	EMBRADORA, MILDRED M
4	LAGOS, FLORICEL
5	ROBEDILLO, JOJI D. R
6	RODRIGUEZ, MARIA CECILIA
7	SAMSON, JAYMAR AN
8	SOLOMON, JEAN
9	VILLANA, NORVIC C.

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