



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

22 June 2026

DIVISION MEMORANDUM
No. 419 s. 2026

INVITATION TO JOIN THE CIVIL SERVICE EXAMINATION (CSE-PPT) REVIEW PROGRAM FOR PROFESSIONAL AND SUB-PROFESSIONAL LEVELS

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. In line with the Schools Division Office of Tayabas City's commitment to promoting professional growth and career advancement among its personnel, the School Governance and Operations Division–Human Resource Development Section (SGOD-HRDS) shall conduct a **Civil Service Examination–Pen and Paper Test (CSE-PPT) Review Program for both Professional and Sub-Professional levels.**
2. The review program aims to assist employees and aspiring examinees in preparing for the Civil Service Examination through structured review sessions, practice exercises, mock examinations, and competency enhancement activities covering the major areas of the examination.
3. **All interested personnel, including Job Order (JO), Contract of Service (COS), and all other employees** who intend to take the Civil Service Examination, are encouraged to register by scanning the QR code below or accessing the registration link.



<https://forms.gle/mdNhifry9KcuB9UE7>

4. The schedule, modality, and other program details shall be communicated to registered participants through their provided contact information.

5. For inquiries and concerns, please contact **Dr. John Cavin S. Rodil**, SEPS-HRDS, through email at sgod.tayabas@deped.gov.ph.
6. Immediate dissemination of and participation in this activity are encouraged.


CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated
Reference: None
To be indicated in the Perpetual Index
under the following subjects:

CSE-PPT
REVIEW PROGRAM
PROFESSIONAL
SUB-PROFESSIONAL

SGOD- invitation to join the civil service examination (cse-ppt) review program for professional and sub-professional levels
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