



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

25 NOV 2022

DIVISION MEMORANDUM

No. 735 s. 2022

**RE-SCHEDULING OF ACTIVITIES IN THE TIMELINE OF RECRUITMENT AND
SELECTION OF APPLICANTS FOR ASSISTANT SCHOOL PRINCIPAL II**

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

1. Due to equally important activities of the Division, this office announces the rescheduling of activities in the timeline of recruitment and selection of applicants for Assistant School Principal II.

Activities	Venue	Schedule
Filing of application letter with complete supporting documents.	SDO Records Unit/Receiving Section	November 28, 2022
Pre-evaluation of the applicant's qualification viz-a-viz Qualification Standards	HRM Office	November 29, 2022
Submission of QS Evaluation to the HRMPSB for deliberation	Office of the SDS	November 29, 2022
Written and Oral Communication Test of applicants Evaluation of documents and interview of applicants	SDO Conference Hall	December 01, 2022
HRMPSB deliberation and preparation of Comparative Assessment Results (CAR)		December 02, 2022
Submission to the office SDS the Comparative Assessment Result (CAR)	SDO Conference Hall	December 05, 2022



Brgy. Poto, Tayabas City



(042) 710-0329 or (042) 785-9615



tayabas.city@deped.gov.ph



<https://depedtayabas.com/>

Conduct of Background Investigation	Upon the request of the Appointing Authority	
Posting of Results	DepEd Tayabas Bulletin board, website and FB page	December 07, 2022

2. All other information stipulated in the Division Memorandum No. 698, s. 2022 shall remain in effect.
3. Wide and immediate dissemination of this memorandum is desired.

For:

NATIVIDAD P. BAYUBAY, CESO VI
Schools Division Superintendent

By:


EDWIN R. RODRIGUEZ, Ed.D.
SGOD Chief Education Supervisor
Officer-In-Charge



Brgy. Pitol, Tayabas City



(042) 710-0329 or (042) 785-9615



tayabas.city@deped.gov.ph



<https://depedtayabas.com/>