



Republic of the Philippines  
**Department of Education**  
Region VII, Central Visayas  
**Division of Cebu Province**  
IPHO Bldg, Sudlon Lahug, Cebu City



September 1, 2016

**DIVISION MEMORANDUM**

No. 518, s. 2016

**ANNOUNCING THE SCREENING OF APPLICANTS FOR SHS NON TEACHING POSITIONS**

To: Assistant Schools Division Superintendents  
EPSs/Div. Coordinator/PSDSs/District Caretaker  
School Heads (Elementary/Secondary)  
Administrative Officer V  
Section Chiefs  
Others Concerned/ Interested Applicants

1. This office is inviting all applicants who have submitted their applications for Senior High School Non-Teaching positions on or before August 22, 2016, for an interview/evaluation at BUB office, Division of Cebu Province on the following schedules:

Positions	Dates	Day	Time
1. Project Development Officer 1	September 6, 2016	Tuesday	8:00 am-12:00 nn
2. Assistant Principal 2	September 6, 2016	Tuesday	1:00 pm -5:00 pm
3. Administrative Assistant 2	September 7, 2016	Wednesday	8:00 am- 5:00 pm
4. Registrar 1	September 12, 2016	Monday	8:00 am- 5:00 pm
5. Administrative Officer 2	September 15, 2016	Thursday	8:00 am- 5:00 pm

2. Applicants should bring their original copies of their documents.
3. For immediate dissemination and compliance of all concerned.

  
**RHEA MAE A. ANGTUD, Ed.D.**  
Schools Division Superintendent

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Telephone Numbers:

Schools Division Superintendent: (032) 255-6405  
Asst. Schools Division Superintendent: (032) 520-3216 loc 102 (Corriente) 104 (Noveras) 105 (Gelig)  
Accounting Section: (032) 254-2632  
Disbursing Section: (032) 255-4401  
Admin /Legal: (032) 253-7847

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