

## Republic of the Philippines Department of Education

#### REGION XII SCHOOLS DIVISION OF SOUTH COTABATO

#### Notice of Interview and Written Examination January 16, 2023 NI No. 2023-001

## SCHEDULE OF ONLINE BEHAVIORAL EVENT INTERVIEWING (BEI) AND WRITTEN EXAMINATION FOR

#### ADMINISTRATIVE ASSISTANT III - LAPUZ NHS

To: Public Schools District Supervisors/Principals In-Charge Secondary School Administrators Elementary School Administrators All Others Concerned This Division

1. The field is hereby informed of the schedule for Online Written Examination and Behavioral Event Interviewing (BEI) for Administrative Assistant III:

Online Behavioral Event Interviewing Schedule

Position	Date	Time	Venue
Administrative Assistant III	January 17, 2023 (Tuesday)	8:30 am	Online Platform Microsoft Teams

Online Written Examination Schedule

Position	Date	Time	Venue
Administrative Assistant III	January 17, 2023 (Tuesday)	10:00 am	Online Platform Microsof Teams

SDOSC-OSDS-HRMPSB-NIN-v2.0r0.1, effective 10/05/2020



Address: Alunan Avenue, Koronadal City, South Cotabato

Telephone Number: (083) 228-3801

Email Address: south.cotabato@deped.gov.ph







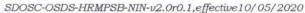
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- 2. Applicants of the above-mentioned position shall download Microsoft Teams Application for the interview and examination. Applicants shall access the link using DepEd or personal gmail account on January 17, 2023, 8:30 am for their Online Behavioral Event Interviewing and 10:00 am for their Written Examination. The link and general instructions will be sent to the applicants by Human Resource Merit Promotion Selection Board (HRMPSB) Secretariat.
- 3. This is an open camera examination. Please **use laptop or desktop** for the examination and **cellphone** for the camera. Camera must be set up in such a manner that the laptop/desktop monitor and the front portion of the applicant shall be seen during the examination.
- 4. All applicants and personnel involved in this activity are directed to observe Health precautionary measures, such as wearing of face mask, use of hand sanitizer, proper social distancing, and other applicable COVID-19 protocols.
- 5. Enclosed is the **shortlisted selection line** up for Administrative Assistant III position.
- 6. Immediate and wide dissemination of this Notice is desired.

RUTH L. PSTACIO PhD, CESO VI Schools Division Superintendent





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# SELECTION LINE UP (SHORTLISTED) POSITION: ADMINISTRATIVE ASSISTANT III – LAPUZ NHS January 16, 2023

	Name
1.	CAMPO, JESSA S.
2.	FELICERTA, DIEZERELLE KHAIN F.

Prepared by:

Noted by:

ARLENE L. ALBUNA

Administrative Officer IV (Personnel)

JASMIN P. ISLA

Assistant Schools Division Superintendent HRMPSB Chairman

Approved by:

RUTH L. ESTACIO PhD, CESO VI

Schools Division Superintendent

SDOSC-OSDS-HRMPSB-SLU-v2.0r0.1,effective10/05/2020



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