



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 Microsoft 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





Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

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. ESTACIO PhD, CESO VI
Schools Division Superintendent

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





Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO


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:


ARLENE L. ALBUNA
Administrative Officer IV (Personnel)

Noted by:


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, effective 10/05/2020



Address: Alunan Avenue, Koronadal City, South Cotabato 9506
Telephone Number: (083)228-3801
Email Address: south.cotabato@deped.gov.ph

