



Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City



Jesus Street, Pulungbulu, Angeles City
Tel. No. (045) 322-5722; 888-0582; 322-4702 / Fax Nos. (045) 887-6099

January 7, 2015

DIVISION MEMORANDUM
No. 02 S. 2015

**To: Education Program Supervisors
Public Schools District Supervisors
School Heads of Public Elementary
and Secondary Schools
Division Unit Heads and Staff**

1. Please be informed that the Schedule of Personnel Selection Board (PSB) for the Recruitment, Selection and Hiring of Personnel to effect the Rationalized Structure of the division is as follows:

Date	Activity
December 4, 2014	Receipt of NOSCA
December 10, 2014	Publication of New Items
December 17, 2014	Announcement of Vacancies
January 16, 2015 (Friday)	Deadline of Submission of Documents to Mr. Enrique D. Pangilinan, AO V
January 19, 2015	Evaluation of Documents to determine qualified applicants
January 19, 2015	Posting of qualified applicants
January 20 – February 6, 2015	Conduct of Skills Test, Psychological Tests, Interview
February 9 – 10, 2015	Open Ranking: February 9, 2015 9:00 a.m. – 10:00 a.m. - Chiefs 10:00 a.m. – 12:00 n.n. - EPS/PSDS 1:00 p.m. - 5:00 p.m. - Other Related Teaching Positions

February 10, 2015

9:00 a.m. – 12:00 n.n. – Non-Teaching
(Level 2 Positions – SG 10 & up)
1:00 p.m. – 5:00 p.m. – Non-Teaching
(Level 1 Positions – SG 1 – 9)

February 11, 2015

Submission of Shortlist (Top 1 – 5) to
the Appointing Authority

February 12, 2015

Issuance of Appointment

February 15, 2015

Posting of Names of Appointees

4. For immediate dissemination.



NICOLAS T. CAPULONG, Ph. D., CESO VI

Schools Division Superintendent

