



Republic of the Philippines  
**Department of Education**

Region XII  
SCHOOLS DIVISION OFFICE OF TACURONG CITY

April 22, 2024

DIVISION MEMORANDUM  
OSDS No. 060 s. 2024

**CONDUCT OF WRITTEN TEST FOR SCHOOL ADMINISTRATION (HEAD  
TEACHER II) AND SKILLS TEST FOR ADMINISTRATIVE ASSISTANT II  
POSITIONS**

To: HRMPSB Personnel  
All Applicants  
All Others Concerned  
This Division

1. This is to announce the schedule of the written test for Head Teacher II and Administrative Assistant II on April 30, 2024; 9:30AM-10:30AM at the CSDT Conference Room, SDO Tacurong City.
2. All applicants must be at the venue 30 minutes before the scheduled time and must bring own ballpen and wear a mask.
3. For your information, guidance, and immediate dissemination to all concerned.

  
**GUIDO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent

Enclosure: None  
Reference/s: D.O. 07, s. 2023  
Allotment:  
*To be indicated in the Perpetual Index under the following subjects*  
POSITIONS      QUALIFICATIONS      VACANCIES

GPO/OSDS/ADMIN-HR/CONDUCT OF WRITTEN TEST FOR SCHOOL ADMINISTRATION POSITION (SCHOOL PRINCIPAL II)/April 22, 2024



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