



Republic of the Philippines
Department of Education
Region XII
Schools Division Office of Tacurong City

April 6, 2026

DIVISION MEMORANDUM
OSDS – 2026 - 067

**SCHEDULE OF INTERVIEW AND WRITTEN EXAM FOR APPLICANTS OF
NONTEACHING POSITIONS**

TO: Human Resource Merit and
Personnel Selection Board (HRMPSB)
All Applicants
All Other Concerned
This Division

1. In view of the screening process for filling up of items for nonteaching positions, the applicants are informed of the following schedules:

Written Exam – April 8, 2026 (Wednesday)
Venue: SDO Tacurong Conference Hall

Administrative Assistant II 01:30 p.m. to 02:30 p.m.

Administrative Officer II 02:40 p.m. to 03:40 p.m.

Please bring your pen and wear a facial mask (optional).

Virtual Interview – April 10, 2026 (Friday)
via Google Meet <https://meet.google.com/gmq-zmdz-qhw>

Administrative Assistant II 08:30 a.m. to 09:00 a.m.

Administrative Officer II 09:10 a.m. to 11:00 a.m.

2. For the information and guidance of all concerned.


GILDO G. MOSQUEDA, CEO/VI
Schools Division Superintendent

Enclosure: None
Reference/s: D.O. 007, s. 2023, D.O. 21, s. 2024
Allotment:
To be indicated in the Perpetual Index under the following subjects

POSITIONS QUALIFICATIONS VACANCIES

*GPO/ Admin-HR/DM – Schedule of Interview and Written Exam for Applicants of Nonteaching Positions
April 6, 2026*



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