

Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 678, s.2023

POSTING OF THE INITIAL RANK LIST FOR
ADMINISTRATIVE AIDE I, ADMINISTRATIVE AIDE III, ADMINISTRATIVE ASSISTANT
II & ADMINISTRATIVE ASSISTANT III APPLICANTS

TO: OIC-Asst. Schools Division Superintendents
Chief Education Supervisors
Education Program Supervisors/Coordinators
Public Schools/Secondary Schools Administrators
Teaching/Non-Teaching Personnel
All others concerned

1. This is to inform the field that the initial Rank List for Administrative Aide I (Utility Worker), Administrative Aide III (Driver), Administrative Assistant II & Administrative Assistant III Positions will be posted at the Division Office Bulletin Board from September 21, 2023 to October 4, 2023.
 2. Any concerns/clarifications will be sent through a letter addressed to the Schools Division Superintendent, attention: HRMPSB Chairperson, during the said dates only.
- NILITA L. RAGAY, Ed.D.
OIC-Assistant Schools Division Superintendent/CID CHIEF
Division HRMPSB Chairperson
3. After the posting period, the HRMPSB will no longer entertain clarifications and concerns.
 4. Immediate and wide dissemination of this memorandum is desired.


NERI C. OJASTRO, EdD, CESE
Schools Division Superintendent

9/21/23