



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

Office of the Schools Division
Superintendent

DIVISION ADVISORY NO. 35, 2025
July 18, 2025

**INCLUSION OF HRM-PSB SUB - COMMITTEES FOR THE CONDUCT OF INTERVIEW,
WRITTEN EXAMINATION AND SKILLS TEST OF APPLICANTS
FOR FIRST LEVEL NON-TEACHING POSITIONS**

TO: Chairman, HRM-PSB
Members, District HRM-PSB Sub-Committees
This Division

1. Pursuant to Division Memorandum No. 416 s, 2025, the members of the HRM-PSB Sub-Committees of Barcelona Schools District, Baylimango Schools District, Sulangon Schools District, Potungan Schools District and Dapitan Central District are enjoined to participate and facilitate the conduct of interview, written examination & skills test of applicants on July 21-22, 2025 at exactly 8:00 AM in the ASDS Office.
2. In line with this, ASDS Aurelio A. Santisas, HRM-PSB Chairman and Mr. Geordito T. Olario, HRM-PSB Member will conduct an orientation to all members of the HRM-PSB Sub-Committees on July 18, 2025 at 1:00 PM, at the Office of the CID. This aims to acquaint/review the committee with the procedures, assessment criteria, and logistical arrangements in preparation for the upcoming assessment.
3. For guidance and dissemination.

JAY S. MONTEALTO, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office Schools Division Superintendent

