



DIVISION MEMORANDUM

No. 158, s. 2016

TO : All Applicants
All Concerned

FROM :  **ARNULFO M. BALANE, CESO V**
Schools Division Superintendent

SUBJECT: Written Examination of Applicants for Non-Teaching and Teaching Related Items in the Division of Camarines Sur

DATE: July 14, 2016

1. In consonance with Unnumbered Memorandum dated June 26, 2016 re: **Ranking of Applicants for Non-Teaching and Teaching Related Items**, the written examination shall be conducted on **July 19, 2016** at **Computer Science High School of Bicolandia, CBSUA Compound, San Jose, Pili, Camarines Sur**.
2. Examinees are requested to be at the testing center at least 30 minutes before the start of the test and to bring 2 lead pencils.
3. Schedule of the examination is as follows:

POSITION	TIME
Assistant Secondary Principal II	9:00 – 10:00
Administrative officer II	10:30 – 11:30
Project Development Officer	1:00 – 2:00
Guidance Counsellor II	2:30 – 3:30
Registrar I	4:00 – 5:00

4. The Committee tasked to administer the Written Examination:

Chairman	Marilyn S. Gomez EPS-II, M & E
School Head	Jeffrey A. Alarkon OIC, Computer Science HS of Bicolandia
Examiners	Nora P. Octavio Catherine J. Avenido

5. For information, widest dissemination and guidance of all concerned.