



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. 58, 2025
September 3, 2025

**SCHEDULE OF INTERVIEW, WRITTEN EXAMINATION AND SKILLS TEST OF
APPLICANTS FOR FIRST LEVEL NON-TEACHING POSITIONS**

Pursuant to Division Memorandums No. 539 & 542 s, 2025, the Schools Division of Dapitan City through the Human Resource Merit, Promotion and Selection Board (HRMPSB) will conduct the interview, written examination, and skills test of applicants for **first level non-teaching positions** as follows:

Position	Activity	Date	Time	Venue
Administrative Assistant III, Administrative Assistant II, Administrative Assistant I and Administrative Aide VI	Written Exam & Skills Test	September 4, 2025	8:30 am - 12:00 pm	Dapitan City Central School
	Interview	September 4, 2025	1:30 pm - 5:00 pm	ASDS Office

For guidance and dissemination.

JAY S. MONTEALTO, CESO VI
Schools Division Superintendent

