



Republic of the Philippines  
 Department of Education  
 Region IX, Zamboanga Peninsula

**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**

PERSONNEL SECTION  
 Schools Division of Zamboanga Norte  
 NOV 18 2020  
 RELEASE

Division Memorandum No. 321 s. 2020

To: The HRMPSB Chairperson for Non-Teaching Positions and Members  
 Host PSDSs, School Heads and ICT Coordinators  
 Support Staff  
 All Concerned Applicants

From:  **MA. LIZA R. TABILON EdD, CESO V**  
 Schools Division Superintendent

Subject: Virtual Interview for Administrative Officer II vacancies for the 5<sup>th</sup> Cluster of the Division of Zamboanga del Norte.

DATE : NOVEMBER 17, 2020

1. All concerned are hereby informed that there will be an interview that will be held on **November 20, 2020 at 1:00 pm**. Applicants for the AO-II position from the 5<sup>th</sup> cluster are asked to go to SIOCON NHS and will be interviewed via the "GOOGLE MEET" application. The written exam and skills test will be facilitated by assigned host school personnel. Links for the virtual exercise will be provided to ICT coordinators one day before the scheduled date.
2. The standards and protocols on promotion and hiring of teaching and non-teaching personnel of the schools division of Zamboanga del Norte through virtual exercise shall be followed. Internet data costs shall be charged to school funds/budget.
3. Applicants are advised to bring the original documents on the day of evaluation for verification purposes. The tool provided in DepEd No. 66 s. 2007 shall be used in evaluating documents of non-teaching positions.
4. Immediate dissemination of this memorandum is desired.

PERSONNEL/AMM/VIRTUALINTERVIEW/1003-2020/111720

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