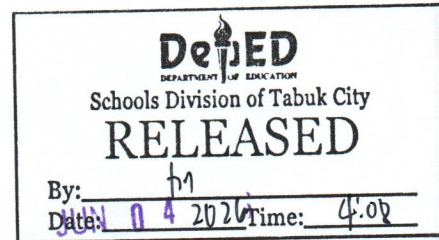




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF TABUK CITY



June 4, 2026

Division Memorandum
 No. **246**, s. 2026

“SCHEDULE OF CONDUCT OF COMPUTER-ASSISTED ASSESSMENT OF POTENTIAL, ORAL INTERVIEW, PAPER ASSESSMENT FOR VARIOUS NON-TEACHING AND RELATED-TEACHING POSITIONS IN THE SCHOOLS DIVISION OF TABUK CITY.

To: Asst. Schools Division Superintendent
 Members of the HRMPSB
 All Others Concerned

1. The Schools Division of Tabuk City, through the Human Resource Merit, Promotion and Selection Board (HRMPSB), will conduct the computer-assisted assessment of applicants’ potential, oral interview, and paper assessment for **AO IV (PROCUREMENT), LEGAL ASST. I, AO II (PROCUREMENT), and PDO I on June 9-11, 2026, at Kapatan Hall, 1st Floor, CID Bldg., SDO Tabuk City** (See item # 3 for the schedule and application codes of qualified applicants)

2. Applicants are advised to **bring their laptop and extension cord** on the scheduled date of the computer-assisted assessment of applicants’ potential. The laptops shall be submitted to the secretariat for inspection 30 minutes before the start of the assessment.

3. *The following are the applicants together with their schedules.*

June 9, 2026 (AM)- Administrative Officer IV (Procurement)

a. Application Code (9 applicants)

AO4-1-CN17-2026	AO4-10-CN17-2026
AO4-4-CN17-2026	AO4-11-CN17-2026
AO4-6-CN17-2026	AO4-12-CN17-2026
AO4-8-CN17-2026	AO4-13-CN17-2026
AO4-9-CN17-2026	

b. Computer-Assisted Exam- 8:00 a.m to 9:00 a.m.

c. Oral Interview & Paper Assessment- 9:30 a.m. onwards

June 9, 2026 (PM)- Legal Assistant I

a. Application Code (8 applicants)

LA1-1-CN17-2026	LA1-7-CN17-2026
LA1-3-CN17-2026	LA1-8-CN17-2023
LA1-4-CN17-2026	LA1-9-CN17-2026
LA1-5-CN17-2026	LA1-11-CN17-2026

b. Computer-Assisted Exam- 1:00 p.m. to 2:00 p.m.

c. Oral Interview & Paper Assessment- 2:30 p.m. onwards



Address: Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga

Email: tabuk.city@deped.gov.ph

Website: <https://www.depedtabukcity.com>



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June 10, 2026- Administrative Officer II (Procurement)

a. Application Code (36 applicants)

AO2-1-CN17-2026	AO2-23-CN17-2026	AO2-46-CN17-2026
AO2-2-CN17-2026	AO2-24-CN17-2026	AO2-47-CN17-2026
AO2-5-CN17-2026	AO2-26-CN17-2026	AO2-48-CN17-2026
AO2-10-CN17-2026	AO2-28-CN17-2026	AO2-49-CN17-2026
AO2-11-CN17-2026	AO2-29-CN17-2026	AO2-52-CN17-2026
AO2-12-CN17-2026	AO2-30-CN17-2026	AO2-53-CN17-2026
AO2-13-CN17-2026	AO2-31-CN17-2026	AO2-54-CN17-2026
AO2-16-CN17-2026	AO2-33-CN17-2026	AO2-55-CN17-2026
AO2-17-CN17-2026	AO2-34-CN17-2026	AO2-57-CN17-2026
AO2-19-CN17-2026	AO2-35-CN17-2026	AO2-58-CN17-2026
AO2-20-CN17-2026	AO2-37-CN17-2026	AO2-59-CN17-2026
AO2-21-CN17-2026	AO2-42-CN17-2026	AO2-61-CN17-2026

b. Computer-Assisted Exam- 8:00 a.m. to 9:00 p.m.

c. Oral Interview & Paper Assessment- 9:30 a.m. onwards

June 11, 2026 (AM)- Project Development Officer I

a. Application Code (18 applicants)

PDO1-3-CN17-2026	PDO1-15-CN17-2026	PDO1-24-CN17-2026
PDO1-5-CN17-2026	PDO1-16-CN17-2026	PDO1-26-CN17-2026
PDO1-7-CN17-2026	PDO1-19-CN17-2026	PDO1-27-CN17-2026
PDOI-9-CN17-2026	PDO1-20-CN17-2026	PDO1-28-CN17-2026
PDOI-12-CN17-2026	PDO1-22-CN17-2026	PDO1-29-CN17-2026
PDO1-14-CN17-2026	PDO1-23-CN17-2026	PDO1-34-CN17-2026

b. Computer-Assisted Exam- 8:00 a.m. to 9:00 a.m.

c. Oral Interview & Paper Assessment- 9:30 a.m. onwards

June 11, 2026 (PM)- Technical Assistant I (Sports)

a. Application Code (7 applicants)

TA1-1-CNDM203-2026	TA I-6-CNDM203-2026
TA1-2-CNDM203-2026	TA1-7-CNDM203-2026
TA I-4-CNDM203-2026	TA1-10-CNDM203-2026
TA1-5-CNDM203-2026	

b. Computer-Assisted Exam- 1:00 p.m. to 2:00 p.m.

c. Oral Interview & Paper Assessment- 2:30 p.m. onwards

4. The following HRMPSB members are requested to serve during the assessment of various Non-Teaching and Related-Teaching Positions:

Ginadine L. Balagso, ASDS	Chairperson
Sally P. Feken, CES	Member
Dorothy S. Asingal, AO V	Member
Catherine M. Badong, HRMO	Member
Atty. Sandy L. Basungit, Legal Officer	2 nd Level Rep.
Joshua A. Rebancos, ADAVI	Secretariat (AO IV & TA I-Sports only)



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Ruchelle T. Quimao, ADA VI	Secretariat
Marjuline L. Lawagan, ADAS III	Secretariat
Karen V. Mendoza, AO II	Secretariat
Maureen D. Martinez, ADAS III	Secretariat
Marrienne Fay T. Bonilla, ADAS III	Secretariat

- Applicants are hereby advised that their presence on the set date is required, and **there will be no special test** for those who fail to attend the scheduled assessment and evaluation.
- For further inquiries, send your queries to hmpbsdotabukcity@gamil.com
- Immediate dissemination of and compliance with this memorandum is desired.


CHRISTOPHER C. BENIGNO PhD, EdD, CESO VI
OIC- Schools Division Superintendent

