



Republic of the Philippines  
**Department of Education**  
 Region III  
**SCHOOLS DIVISION OF PAMPANGA**

June 18, 2024

DIVISION MEMORANDUM  
 NO. 355, s. 2024

**SELECTION AND RECRUITMENT OF NON-TEACHING POSITIONS**

TO : SGOD and CID Chiefs  
 Public Elementary and Secondary School Heads  
 All Others Concerned

1. This is to announce the schedule of activities for the recruitment, selection and hiring of non-teaching positions, this Division, as follows:

POSITIONS	STATION	DATE	ONLINE ORIENTATION	ONLINE ASSESSMENT / EXAMINATION
Project Development Officer I (Youth Formation Coordinator)	SGOD	June 21, 2024	8:00am – 8:30am	8:30am – 9:30am
Administrative Officer IV	Floridablanca National Agricultural School			

POSITIONS	STATION	DATE	ONLINE INTERVIEW	ONLINE OPEN RANKING
Project Development Officer I (Youth Formation Coordinator)	SGOD	June 21, 2024	9:30am – 10:30am	11:30am – 12:00nn
Administrative Officer IV	Floridablanca National Agricultural School		10:30am – 11:30am	12:00nn – 12:30pm

2. The Qualification Standards of the said position are indicated in the table below.

<b>QUALIFICATION STANDARDS</b>	
<b>Project Development Officer I / SG-11</b>	
A. CSC Prescribed Qualifications	
Education	Bachelor's degree relevant to the job
Experience	None required
Eligibility	Career Service (Professional) Second Level Eligibility
Trainings	None required
<b>Administrative Officer IV / SG-15</b>	
B. CSC Prescribed Qualifications	
Education	Bachelor's degree
Experience	1 year of relevant experience
Eligibility	Career Service (Professional) Second Level Eligibility
Trainings	4 hours of relevant training



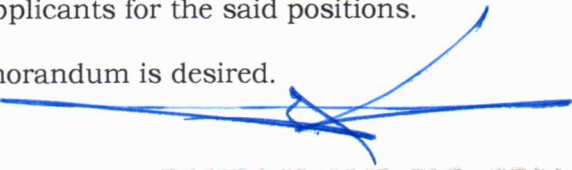
Address: High School Blvd., Brgy. Lourdes, City of San Fernando (P)  
 Telephone No.: (045) 435-2728; (045) 435-7404  
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 Website: www.depedpampanga.ph



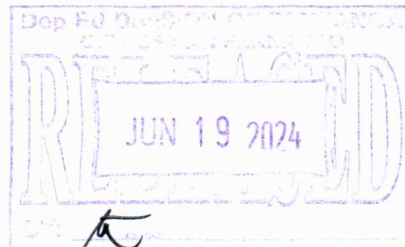
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3. All qualified applicants shall receive an invitation to attend the Online Orientation, Examination, Interview and Open Ranking via e-mail.
4. In order to attend the Online Examination, Interview and Open Ranking, applicants are required to have the following: desktop/laptop computer or smart phone, headset with microphone, and internet connection.
5. Applicants who will be using smart phones are required to download the MS Teams application.
6. Attached is the selection line-up of applicants for the said positions.
7. Immediate dissemination of this Memorandum is desired.

  
**ROMEO M. ALIP, PhD, CESO V**  
Schools Division Superintendent

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**INITIAL EVALUATION RESULT (IER)**

**Position: Administrative Officer IV (Floridablanca National Agricultural School)**

**Salary Grade and Monthly Salary: SG 15**

**Qualification Standards:**

<b>Education</b>	<b>Bachelor's degree relevant to the job</b>
<b>Experience</b>	<b>1 year relevant experience</b>
<b>Eligibility</b>	<b>Career Service (Professional) Second Level Eligibility</b>
<b>Trainings</b>	<b>4 hours relevant training</b>

Application Code	Education	Training	Experience	Eligibility	Remarks	School
AOIV-PAMP-001	BSBA	no relevant training	no relevant experience	CS PROFESSIONAL	DISQUALIFIED	N/A
AOIV-PAMP-002	BS IT	with 4 hours of relevant training	with 1 year relevant experience	CS PROFESSIONAL	QUALIFIED	FNAS
AOIV-PAMP-003	CAR MPA	with 4 hours of relevant training	with 1 year relevant experience	CS PROFESSIONAL	QUALIFIED	SAN JOSE ES, FLORIDABLANCA WEST
AOIV-PAMP-004	CAR MBA	with 4 hours of relevant training	with 1 year relevant experience	CS PROFESSIONAL	QUALIFIED	STO DOMINGO ES, LUBAO NORTH
AOIV-PAMP-005	BSED	with 4 hours of relevant training	with 1 year relevant experience	LET	QUALIFIED	N/A
AOIV-PAMP-006	MBA	with 4 hours of relevant training	with 1 year relevant experience	CS PROFESSIONAL	QUALIFIED	BECURAN NHS
AOIV-PAMP-007	BS ACCOUNTANCY	with 4 hours of relevant training	with 1 year relevant experience	CS PROFESSIONAL	QUALIFIED	PULUNGSANTOL NHS
AOIV-PAMP-008	CAR MPA	with 4 hours of relevant training	with 1 year relevant experience	CS PROFESSIONAL	QUALIFIED	BASA AIR BASE HS

Prepared and certified correct by:

(Sgd.) DEXTER E. PANGILINAN  
Human Resource Management Officer



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**INITIAL EVALUATION RESULT (IER)**

**Position: Project Development Officer I (Youth Formation Coordinator)**

**Salary Grade and Monthly Salary: SG 11**

**Qualification Standards:**

**Education**                    **Bachelor's degree relevant to the job**

**Experience**                **None required**

**Eligibility**                 **Career Service (Professional) Second Level Eligibility**

**Trainings**                 **None required**

<b>Application Code</b>	<b>Education</b>	<b>Training</b>	<b>Experience</b>	<b>Eligibility</b>	<b>Remarks</b>
PDO-PAMP-001	BS LEGMA	NONE REQUIRED	NONE REQUIRED	CSP	QUALIFIED
PDO-PAMP-002	BS HOME ECON	NONE REQUIRED	NONE REQUIRED	CSP	QUALIFIED
PDO-PAMP-003	BS ACCTG	NONE REQUIRED	NONE REQUIRED	CSP	QUALIFIED
PDO-PAMP-004	BSED TVL	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED



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PDO-PAMP-005	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-006	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-007	BEED W/ 36 UNITS MBA	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-008	BEED W/ 18 UNITS MAED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-009	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-010	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-011	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-012	BSED ENGLISH	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-013	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-014	BEED W/ 9 UNITS MAED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-015	BS IT	NONE REQUIRED	NONE REQUIRED	CSP	QUALIFIED



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PDO-PAMP-016	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-017	BSED MATH	NONE REQUIRED	NONE REQUIRED	PD 907/ CSP/ LET	QUALIFIED
PDO-PAMP-018	BS ENTREP W/ MBA	NONE REQUIRED	NONE REQUIRED	CSP	QUALIFIED
PDO-PAMP-019	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-020	BEED	NONE REQUIRED	NONE REQUIRED	LET	QUALIFIED
PDO-PAMP-021	BSED	NONE REQUIRED	NONE REQUIRED	BOE	DISQUALIFIED

Prepared and certified correct by:

(Sgd.) DEXTER E. PANGILINAN  
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Human Resource Management Officer