



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION
SCHOOLS DIVISION OF SARANGANI

28 Aug 2025

DIVISION MEMORANDUM

OSDS-2025-123

ADDITIONAL INFORMATION TO THE NOTICE OF VACANCY FOR NON-TEACHING
POSITIONS

To: Division HRMPSB and Sub-Committee Members
All Interested Applicants
This Division

1. Relative to the Division Memorandum OSDS-2025-122 titled "Notice of Vacancy for Non-Teaching Positions", please be informed that the submission of application documents is extended until September 8, 2025.
2. Please be informed further of an additional Administrative Officer II (Human Resource Management Officer I) vacant item. Enclosed is the qualification standards for reference.
3. All other provisions in the said Memorandum remain in effect.
4. For inquiries contact Mr. Roel D. Balbareno at 09779341073.
5. For the information and guidance of all concerned.

RUTH L. ESTACIO PhD, CESO V
Schools Division Superintendent

Encl.: As stated

Reference: N o n e

To be indicated in the Perpetual Index
under the following subjects:

APPOINTMENT
RECRUITMENT
SELECTION

RDB/OSDS/MLA – additional information to the notice of vacancy for non-teaching positions
0796/August 28, 2025



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Publication of Vacant Positions

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer II (Human Resource Management Officer I)	ADOF2-840089-2023	SG11	30,024.00	Bachelor's degree relevant to the job	None Required	None Required	Career Service Professional/Second Level Eligibility		DEPED SARANGANI