



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

DEPARTMENT OF EDUCATION
DIVISION OF SARANGANI
RELEASED

RECORDS UNIT

JIP

2026.10.27

21:46:09

+08'00'

23 Oct 2026

DIVISION MEMORANDUM

OSDS-2026-112

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

To: Assistant Schools Division Superintendent
Functional Division Chiefs
Public Schools District Supervisors/Principals-in-Charge
Public Elementary and Secondary School Heads
All Interested Applicants
All Others Concerned
This Division

1. In relation to Division Memorandum OSDS-2026-105 titled "Notice of Vacancies for Non-Teaching Positions", be informed of the additional information as follows:

- a. There is one (1) additional vacant plantilla position for Administrative Officer II (Human Resource Management Officer I),
- b. There is one (1) additional vacant plantilla position for Administrative Assistant II (Disbursing Officer II),
- c. There is one (1) additional vacant plantilla position for Watchman 1,
- d. The qualification standards is provided in the enclosure, and
- e. The deadline for submission of applications for Watchman 1 will be on November 4, 2026.

2. All other provisions in the said memorandum remain in effect.

3. For inquiries, contact Mr. Roel D. Balbareno at 09773941073.

4. Widest dissemination of this Memorandum is desired.

ATTY. NELYN B. FRINAL, CESO VI
Schools Division Superintendent

Digitally signed by Frinal

Nelyn Botes

Adobe Acrobat version:

2023.008.20470

Encl.: As stated

Reference: As stated

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



Address: Capitol Compound, Maribulan, Alabel, Sarangani Province
Telephone No.: (083) 508-2039
Website: www.depedsarangani.com
Email Address: sarangani@depd.gov.ph





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

EVALUATION
HIRING
RECRUITMENT
SELECTION

RDB/OSDS-PU/DM additional information in the notice of vacancy...

0849/October 23 ,2026



Address: Capitol Compound, Maribulan, Alabel, Sarangani Province
Telephone No.: (083) 508-2039
Website: www.depedsarangani.com
Email Address: sarangani@deped.gov.ph





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

Enclosure : Qualification Standards

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)	ADOF2-840128-2021	SG11	31,705.00	Bachelor's degree relevant to the job	None Required	None Required	Career Service Professional/Second Level Eligibility		DepEd Sarangani
2	Administrative Assistant II(Disbursing Officer II)	ADAS2-840029-2014	SG8	22,423.00	Completion of 2 years studies in college (prior to 2018); OR Completion of Grade 12/Senior High School (starting 2018)	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility		DepEd Sarangani
3	Watchman I	WCHM1-840009-2003	SG2	15,522.00	Elementary school graduate	None Required	None Required	None Required		James L. Chiongbian National Trade School

