



Department of Social Welfare and Development

TO : ALL DIVISION CHIEFS/UNIT HEADS/CENTER HEADS &
SWADT LEADERS/PROVINCIAL LINKS

ATTENTION: All Next-in-rank and other Qualified Applicants

SUBJECT : **Schedule of Examinations and Interview**

DATE : February 10, 2017

Attached for your information vacancy for Regular Position – with specified qualification requirements, which is open to all interested qualified applicants to wit:

1. One (1) Administrative Officer V - Regular

Applicants must submit to the Human Resource (HR) Unit (3rd Floor), One (1) copy of Application Letter with complete attachments Personal Data Sheet (PDS) with 2x2 latest colored picture, photocopy of Transcript of Records and Eligibility (if any), for paper screening purposes.

Schedule:

- Paper Screening – February 13-17, 2017
- IQ Exam(for qualified screened applicants)–Feb. 17, 2017 @ 8:00AM
- Hands-On Exam – February 17, 2017 (1:00PM – 5:00PM)
- Interview – February 20, 2017 @ 1:00PM


ATTY. ARACELI F. SOLAMILLO, CESO II
Regional Director