



Republic of the Philippines  
**North Eastern Mindanao State University**



**MEMORANDUM FROM THE OFFICE OF THE PRESIDENT**

No. 0040 s. 2025

To: **VPAF, VPAA, VPRE, Campus Directors, HRMO III, NTPA Representative, 1<sup>st</sup> and 2<sup>nd</sup> Level Position Representative, Skills Specialist, TWG, Faculty Union Representative and Secretariat**

Date : January 17, 2025

Subject: **CONDUCT OF INTERVIEW AND RANKING OF APPLICANTS FOR TEACHING AND NON-TEACHING POSITIONS.**

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In the exigency of public service, all HRMPSB members are hereby directed to convene and conduct **Ranking and Interviews for Teaching Positions on January 30-31, 2025, and February 4-5, 2025, and for Non-Teaching Positions on February 6, 2025**, at 9:00 in the morning at the NEMSU Old Board Room, beside the Office of the Campus Director, Main Campus – Tandag City.

The HRMPSB is instructed to recommend to the University President the most qualified applicants in order to address the need for teaching and non-teaching positions at the University, based on the competencies required for the positions.

Transportation, meals and snacks, and other incidental expenses incurred during the activity shall be charged to the University funds, subject to the usual accounting and auditing rules and regulations.

For your guidance and strict compliance. Padayon sa pag-ALPAS NEMSU!

  
**NEMESIO G. LOAYON, PhD**  
SUC President III

Cc: Records Unit  
OVPAF  
OVPAA  
OVPRE  
HR Unit  
All concerned units