



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – Tagbilaran

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

No. *022*, s. 2020

January 27, 2020

**SCHEDULE OF INTERVIEW FOR THE APPLICANTS IN THE RANKING OF
NON-TEACHING POSITIONS (ADMIN OFFICER II & ADMIN AIDE III)**

To: Personnel Selection Board
Elementary and Secondary School Heads
Applicants
All Others Concerned

1. This Office hereby announces the schedule of interview of applicants for the Non-Teaching positions Administrative Officer II and Administrative Aide III, for the ranking issued per Division Memorandum No. 015, s. 2020 dated January 15, 2020. Schedule is on **January 30, 2020** at the Division Conference Room, from 08:00 in the morning until 05:00 in the afternoon. The applicants are directed to report on the time specified per Enclosure A.

The order of interview will be on a 'first come, first serve' basis following the scheduled date and time. In an instance when the applicant fails to come, it is deemed understood that he/she is no longer interested to pursue with the position applied for. On the other hand, applicants may ahead of time request for consideration for another schedule of interview by sending a letter to the Schools Division Superintendent stating a valid reason. Applicants will be further informed should a chance be given for another schedule.

2. Applicants during the latest ranking results of Administrative Aide III position per Division Memorandum No. 029, s.2020 dated January 27, 2020 will automatically be included in this present ranking for the same position.

3. Expenses relative to the conduct of the said activity are chargeable against Division MOOE, subject to the usual auditing rules and regulations.

4. For information and guidance.


JOSEPH IRWIN A. LAGURA, PhD
Schools Division Superintendent



Address: Dampas District, Tagbilaran City, Bohol
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177; (038)427-6718; (038)544-2147
Email Address: tagbilarancity.division@deped.gov.ph

**SCHEDULE OF INTERVIEW FOR NON-TEACHING
POSITIONS (ADMINISTRATIVE OFFICER II &
ADMINISTRATIVE AIDE III)**

JANUARY 30, 2020 (THURSDAY)

08:00 AM - 12:00 NN *ADMINISTRATIVE OFFICER II (HRMO I)*

- 1 **ADARO, Loresa G.**
- 2 **APOSTOL, Maria Ivy D.**
- 3 **ARABACA, Raquel M.**
- 4 **ARANCANA, Brendalou D.**
- 5 **CAGO, Ma. Cristina O.**
- 6 **CINCHES, D'Louise Maria T.**
- 7 **COLARTE, Cherrymie B.**
- 8 **CORITICO, Anna Stifane P.**
- 9 **DAJAY, Danny C.**
- 10 **DIACAMOS, Marecyl A.**
- 11 **DIGAMON, Ma. Terma E.**
- 12 **GAMAO, Gina E.**
- 13 **GUTIERREZ, Mary Melody A.**
- 14 **JAWEL, Estrellito Ian A.**
- 15 **LAO, Joan T.**

01:00 - 05:00 PM

- 1 **MONUNGOLH, Caridad B.**
- 2 **MUYCO, Easter Sunday P.**
- 3 **OMUS, Martin Jr. U.**
- 4 **POCOT, Cherry Ann L.**
- 5 **RAPIRAP, Ralf Renz A.**
- 6 **REQUERON, Janedine Loureebe O.**
- 7 **TALAN, Marilyn Jasmin B.**
- 8 **VILLALONGJA, Samantha G.**

*ADMINISTRATIVE OFFICER II (HRMO I) &
ADMINISTRATIVE AIDE III (CLERK)*

- 1 **GALULA, Erlinda E.**
- 2 **LABOR, Teodoro Jose E.**
- 3 **TAMBIS, Concepcion P.**

ADMINISTRATIVE AIDE III (CLERK)

- 1 **CLOMA, Carolyn G.**
- 2 **GALAN, Dianne Abygail C.**
- 3 **GALARION, Julieta S.**
- 4 **MARTOS, Cerilyn D.**