



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS – TAGBILARAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. *298* , s. 2022

August 10, 2022

**RANKING RESULT FOR THE POSITION OF
ADMINISTRATIVE ASSISTANT III**

To : Human Resource Merit Promotion and Selection Board
Applicants
Others Concerned

1. Announcing herewith is the result for the ranking of applicants for the position of Administrative Assistant III.
2. The effectivity of this first posting is ten (10) calendar days, within which applicants may ask through written queries and/or clarifications before the final result will be released/ posted.
3. Only those with letters will be entertained and shall be acted upon accordingly. No additional document shall anymore be received by this Office and given credit within the said period.
4. For information and guidance.

JOSEPH IRWIN A. LAGURA PhD
Schools Division Superintendent *JAL*





Republic of the Philippines
 Department of Education
 Region VII, Central Visayas
 DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

ADMINISTRATIVE ASSISTANT III
NON TEACHING - FIRST LEVEL
(CATEGORY A - Preferred qualification/ Commerce graduate, within the three-salary grade limitation)

Pursuant to DepEd Order No. 66, s. 2007

SELECTION LINE-UP (in Alphabetical Order)

The selection line-up presents the results of the PSB evaluation of the qualified and competent candidates for a vacant position.

| NAME OF CANDIDATE | Performance Rating (35 pts) | Experience (5 pts) | Outstanding Accomplishments (5 pts) | Education (10 pts) | Training (10 pts) | Potential (15 pts) | Psychosocial Attributes and Personality Traits (20 pts) | Total Score (100 pts) |
|---------------------------------|--------------------------------|-----------------------|---|-----------------------|----------------------|-----------------------|--|--------------------------|
| 1 EDIONG, Nenita L. | 30.75 | 5.00 | 0.00 | 0.00 | 8.00 | 11.70 | 19.38 | 74.83 |
| 2 MALAUQUE, Ana Liza | 19.41 | 3.17 | 0.00 | 0.00 | 0.00 | 11.20 | 18.48 | 52.26 |
| 3 VIODOR, Maria Berna V. | 21.37 | 0.50 | 0.25 | 0.00 | 0.00 | 11.50 | 17.93 | 51.55 |

HUMAN RESOURCE MERIT PROMOTION AND SELECTION BOARD:

John Ariel A. Lagura
JOHN ARIEL A. LAGURA PhD
 Member
Joseph P. Cutin
JOSEPH P. CUTIN
 Member

Katrina B. Ora
ATTY. KATRINA B. ORA
 Member
Casiana P. Caberte
CASIANA P. CABERTE PhD, CESE
 Chairperson

Filomena C. Tanggaan
FILOMENA C. TANGGAAN PhD
 Member
Michelle T. Sangaral
MICHELLE T. SANGARAL CPA, MM
 Member

APPROVED BY:

JOSEPH IRWIN A. LAGURA PhD
 Schools Division Superintendent



Republic of the Philippines
 Department of Education
 Region VII, Central Visayas
 DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

POSITION:

ADMINISTRATIVE ASSISTANT III

NON TEACHING - FIRST LEVEL

(CATEGORY B - Preferred qualification/ Commerce graduate, NOT within the three-salary grade limitation)

Pursuant to DepEd Order No. 66, s. 2007

SELECTION LINE-UP (in Alphabetical Order)

The selection line-up presents the results of the PSB evaluation of the qualified and competent candidates for a vacant position.

| | NAME OF CANDIDATE | Performance Rating (35 pts) | Experience (5 pts) | Outstanding Accomplishments (5 pts) | Education (10 pts) | Training (10 pts) | Potential (15 pts) | Psychosocial Attributes and Personality Traits (20 pts) | Total Score (100 pts) |
|---|--------------------------------|--------------------------------|-----------------------|---|-----------------------|----------------------|-----------------------|--|--------------------------|
| 1 | ALIMPOLOS, Jesse D. | 31.03 | 2.75 | 0.00 | 0.00 | 0.00 | 12.20 | 17.70 | 63.68 |
| 2 | AROT, Maricar B. | 0.00 | 0.00 | 0.00 | 0.00 | 8.00 | 11.00 | 17.93 | 36.93 |
| 3 | CALAMBA, Alma Luna M. | 0.00 | 5.00 | 0.00 | 0.00 | 8.00 | 11.50 | 18.34 | 42.84 |
| 4 | COLARTE, Cherrymie B. | 0.00 | 0.75 | 0.00 | 0.00 | 0.00 | 12.20 | 18.90 | 31.85 |
| 5 | LACEA, Joan Mae E. | 31.50 | 0.50 | 0.00 | 0.00 | 8.00 | 15.00 | 19.90 | 74.90 |
| 6 | MENDE, Adelene Grace P. | 33.89 | 5.00 | 0.00 | 0.00 | 0.00 | 12.90 | 18.92 | 70.71 |
| 7 | MERCADO, Marianne E. | 34.18 | 5.00 | 1.00 | 0.00 | 10.00 | 13.63 | 18.28 | 82.09 |

John David A. Legun *J. Plante* *J. T. T. T.*

POSITION:

ADMINISTRATIVE ASSISTANT III

NON TEACHING - FIRST LEVEL

(CATEGORY B - Preferred qualification/ Commerce graduate, NOT within the three-salary grade limitation)

Pursuant to DepEd Order No. 66, s. 2007

SELECTION LINE-UP (in Alphabetical Order)

The selection line-up presents the results of the PSB evaluation of the qualified and competent candidates for a vacant position.

| NAME OF CANDIDATE | Performance Rating (35 pts) | Experience (5 pts) | Outstanding Accomplishments (5 pts) | Education (10 pts) | Training (10 pts) | Potential (15 pts) | Psychosocial Attributes and Personality Traits (20 pts) | Total Score (100 pts) |
|---------------------------------|--------------------------------|-----------------------|---|-----------------------|----------------------|-----------------------|--|--------------------------|
| 8 PADILLO, Sheila Mae D. | 34.53 | 5.00 | 0.00 | 0.00 | 0.00 | 15.00 | 19.70 | 74.23 |
| 9 SALAS, Gettrey Mae W. | 9.63 | 0.00 | 0.00 | 0.00 | 0.00 | 13.63 | 18.93 | 42.19 |
| 10 TAGSA, Jereilou D. | 21.38 | 5.00 | 0.00 | 0.00 | 0.00 | 12.00 | 17.93 | 56.31 |
| 11 VELASCO, Annabelle V. | 32.68 | 5.00 | 0.00 | 0.00 | 0.00 | 12.10 | 17.86 | 67.64 |

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 Member


JOCYLYN P. CUTIN
 Member


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 Member


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 Chairperson


FILOMENA C. TANGGAAN PhD
 Member


MICHELLE T. SAGARA CPA, MM
 Member

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 Schools Division Superintendent



Republic of the Philippines
 Department of Education
 Region VII, Central Visayas
 DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

POSITION:

ADMINISTRATIVE ASSISTANT III

NON TEACHING - FIRST LEVEL

(CATEGORY C - CSC minimum qualification/ Non-Commerce graduate, NOT within the three-salary grade limitation)

Pursuant to DepEd Order No. 66, s. 2007

SELECTION LINE-UP (in Alphabetical Order)

The selection line-up presents the results of the PSB evaluation of the qualified and competent candidates for a vacant position.

| | NAME OF CANDIDATE | Performance Rating (35 pts) | Experience (5 pts) | Outstanding Accomplishments (5 pts) | Education (10 pts) | Training (10 pts) | Potential (15 pts) | Psychosocial Attributes and Personality Traits (20 pts) | Total Score (100 pts) |
|---|----------------------------------|--------------------------------|-----------------------|---|-----------------------|----------------------|-----------------------|--|--------------------------|
| 1 | EDUSMA, Ruthsela A. | 9.33 | 0.00 | 0.00 | 0.00 | 0.00 | 11.20 | 18.58 | 39.11 |
| 2 | TABANERA, Viviane Jean A. | 0.00 | 1.33 | 0.00 | 0.00 | 8.00 | 13.80 | 18.56 | 41.69 |

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