



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

**Office of the Schools Division  
Superintendent**

February 16, 2024

DIVISION MEMORANDUM

No. 100, s. 2024

**CAREER SERVICE PROFESSIONAL AND SUB-PROFESSIONAL EXAMINATIONS**

To: Assistant Schools Division Superintendent  
Division Office Personnel  
Public Elementary and Secondary School Heads  
All Others Concerned

- Attached is the communication from the Civil Service Commission (CSC) Bohol, informing this Office on the conduct of **Career Service Professional** and **Sub-Professional Examinations** on **March 3, 2024** in Tagbilaran City;
- In relation to this, teachers and non-teaching personnel in the attached list are to attend the **Orientation for Examination Administrators** in any of the following schedules below:

| Date & Time            | Venue   |
|------------------------|---|
| February 20, 1:00 p.m. | Tagbilaran City College                               |
| February 21, 1:00 p.m. | Provincial Capitol Ceremonial Hall                    |
| February 22, 1:00 p.m. | Dr. Cecilio Putong National High School Gymnasium     |
| February 26, 1:00 p.m. | Celestino Gallares Memorial Medical Center Auditorium |

- School Heads are directed to arrange the schedule of their teaching and non-teaching staff who would be attending said orientation, so as not to hamper the affected tasks.
- Immediate and wide dissemination of this Memorandum is desired.

**WILFREDA D. BONGALOS PhD, CESO V**  
Schools Division Superintendent

WDB/ADMIN/atm



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**LIST OF INTERESTED PERSONNEL TO BE DEPUTIZED  
AS CSC TEST ADMINISTRATORS**

| <b>ID</b> | <b>NAME:</b>                | <b>Position:</b>  | <b>Eligibility</b>   | <b>Status of Appointment:</b> |
|-----------|-----------------------------|-------------------|----------------------|-------------------------------|
| 1         | AGUAVIVA, NENITA            | Teacher III       | LET Passer           | Regular-Permanent             |
| 3         | CABODBOD, VIVIAN            | Teacher III       | LET Passer           | Regular-Permanent             |
| 2         | CIRUELA, AIREEN (JD)        | Admin. Officer II | CS-SUB; CS-PROF      | Regular-Permanent             |
| 3         | CIRUELA, ANNA MARIE         | Teacher I         | LET Passer           | Regular-Permanent             |
| 4         | ESTODILLO, MARIA JANE       | Teacher III       | LET Passer; PD 907   | Regular-Permanent             |
| 8         | MADRIO, MARLENE             | Master Teacher I  | PBET                 | Regular-Permanent             |
| 5         | MATU-OD, EMMALYNN           | Teacher III       | LET Passer           | Regular-Permanent             |
| 6         | PONTE, ALONA                | Teacher III       | LET Passer; PD 907   | Regular-Permanent             |
| 7         | TELMO, MARJORIE             | Teacher III       | LET Passer           | Regular-Permanent             |
| 8         | CEBALLOS, ISABELITA         | Teacher III       | LET Passer           | Regular-Permanent             |
| 9         | VIODOR, JONNA               | Teacher I         | LET Passer           | Regular-Permanent             |
| 10        | BALIGUIAN, HAZEL MAY E.     | Master Teacher II | LET Passer           | Regular-Permanent             |
| 11        | BUSTAMANTE, DINAH A .       | AO II             | CSC Professional     | Regular-Permanent             |
| 12        | CACHO, CHARITY LEE O.       | Teacher III       | LET Passer           | Regular-Permanent             |
| 13        | PATAC, MILDRED B.           | Teacher III       | LET Passer           | Regular-Permanent             |
| 14        | PONDOC, MARILOU A.          | Head Teacher-III  | LET Passer           | Regular-Permanent             |
| 15        | BATINGAL, CREDITA G.        | Head Teacher-III  | LET Passer, CS-PROF  | Regular-Permanent             |
| 16        | GIBALAY, CATALINA SYLVIA L. | Teacher III       | PBET                 | Regular-Permanent             |
| 17        | INGLES, FATIMA MELODY P.    | Admin. Asst. II   | CSC-Prof.            | Regular-Permanent             |
| 18        | LAGUE, BERNADETTE O.        | Teacher II        | LET Passer           | Regular-Permanent             |
| 19        | MADERA, CHARMAE JANE S.     | Teacher III       | LET Passer           | Regular-Permanent             |
| 20        | MANATAD, GEMMA B.           | Teacher III       | LET Passer           | Regular-Permanent             |
| 21        | MANGANA, JHEMA FAITH S.     | Teacher III       | LET Passer, CS-PROF. | Regular-Permanent             |
| 22        | MISSION, MARK KLUSTER       | SST-I             | LET Passer           | Regular-Permanent             |
| 23        | RELAMIDA, JAN DELBERT R.    | Teacher II        | LET Passer           | Regular-Permanent             |
| 24        | FUERTE, PRIMITIVA B.        | Teacher III       | LET Passer           | Regular-Permanent             |
| 25        | WONG, MARILU                | Teacher I         | LET Passer           | Regular-Permanent             |
| 26        | SUNIT, ROSELLE M.           | Master Teacher I  | LET Passer           | Regular-Permanent             |
| 27        | FUDALAN, MARIA IRENE        | Teacher III       | LET Passer           | Regular-Permanent             |
| 28        | Cuajao, Beverly Joy D.      | Master Teacher I  | LET Passer           | Regular-Permanent             |
| 29        | GALLO, CHRISTINE B.         | Teacher III       | LET Passer           | Regular-Permanent             |
| 30        | MAHUMAS, SYLVIA J.          | Master Teacher I  | PBET                 | Regular-Permanent             |
| 31        | BELLEZAS, ANNA MAE C.       | Admin. Officer II | CS-PROF              | Regular-Permanent             |
| 32        | CARALOS, MARCICEL C.        | Teacher III       | LET Passer           | Regular-Permanent             |
| 33        | EUSEÑA, ANNALOU S.          | Teacher III       | LET Passer           | Regular-Permanent             |
| 34        | LABESORES, JENNIFER P.      | Teacher III       | LET Passer           | Regular-Permanent             |
| 35        | MEMBRILLOS, JOSHA D.        | Teacher III       | LET Passer           | Regular-Permanent             |
| 36        | OROT, NIMPHA E.             | Teacher III       | LET Passer           | Regular-Permanent             |
| 37        | SALE, LEA A.                | Teacher III       | LET Passer           | Regular-Permanent             |
| 38        | SULAGUE, CECILIA D.         | Master Teacher I  | PBET                 | Regular-Permanent             |
| 39        | TORILLO, HAZEL B.           | Teacher I         | LET Passer           | Regular-Permanent             |
| 40        | Ocon, Mary Melody G.        | AO II             | CSC Professional     | Regular-Permanent             |
| 41        | Rios, Grace A.              | AO II             | CSC - Prof           | Regular-Permanent             |
| 42        | Lera, Maricel T.            | Teacher III       | LET Passer           | Regular-Permanent             |
| 43        | Dano, Fhelmie A.            | Teacher III       | LET/CSC PROF         | Regular-Permanent             |
| 44        | Requimen, Noveliza B.       | Teacher III       | LET Passer           | Regular-Permanent             |
| 45        | Muyco, Easter Sunday P.     | AO II             | CSC Professional     | Regular-Permanent             |
| 46        | Arcillas, Oliver            | Teacher III       | LET Passer           | Regular-Permanent             |
| 47        | Arcader, Delia              | Teacher III       | LET Passer           | Regular-Permanent             |
| 48        | Acero, Charith              | Teacher III       | LET Passer           | Regular-Permanent             |
| 49        | ARABACA, RAQUEL M.          | AO II             | CSC Professional     | Regular-Permanent             |
| 50        | AUTENTICO, RACHEL P.        | Master Teacher I  | PBET                 | Regular-Permanent             |
| 51        | LABASAN, EVA L.             | Teacher III       | LET Passer           | Regular-Permanent             |
| 52        | BARBANTE IVY JOY R.         | ADA VI            | CSC Professional     | Regular-Permanent             |
| 53        | TEJANO, MARGARITA L.        | ADA VI            | CSC Professional     | Regular-Permanent             |
| 54        | KARAAN, LADY MAY P.         | ADAS III          | CSC Professional     | Regular-Permanent             |
| 55        | Bacus, Maria Elena          | ADAS III          | CSC - Prof           | Regular-Permanent             |
| 56        | Chatto, Helen B.            | ADAS II           | CSC - SubProf        | Regular-Permanent             |
| 57        | Geangan, Chona O.           | Teacher III       | LET Passer           | Regular-Permanent             |
| 58        | Isada, Marife E.            | Teacher I         | LET Passer           | Regular-Permanent             |
| 59        | Macadini, Mary Grace C.     | Teacher I         | LET Passer           | Regular-Permanent             |
| 60        | Bigcas, Dennis L.           | Teacher III       | LET Passer           | Regular-Permanent             |