



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

**Office of the Schools Division
 Superintendent**

January 19, 2025

DIVISION MEMORANDUM
 No. 048, s. 2026

**SCHEDULE OF BEHAVIORAL EVENTS INTERVIEW (BEI) FOR THE POSITIONS
 OF ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER) AND
 ADMINISTRATIVE ASSISTANT III**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Administrative Officer V
 Elementary and Secondary School Heads
 Applicants
 All Other Concerned

1. Relative to the **Division Memorandum (DM) No.905 s. 2025** titled **Acceptance of Application for the Position of Administrative Assistant III (Senior Bookkeeper), Administrative Assistant III and Administrative Assistant II**, please be informed that this Office, through the Human Resource Merit Promotion and Selection Board (HRMPSB) hereby announces the schedule of Behavioral Events Interview for Administrative Assistant III (Senior Bookkeeper) and Administrative Assistant III applicants. The activity is set on **January 21, 2026**, at the **Division of City Schools-Tagbilaran City**.

2. Applicants are directed to come thirty (30) minutes before their scheduled time. The details of the Behavioral Events Interview are as follows:

Date & Venue	Time	Applicants
Jan. 21, 2026	ADMINISTRATIVE ASSISTANT III	
	9:00-9:15 AM	ALCOSEBA, ANTONIETA T.
	9:15-9:30 AM	BAGOLOS, BEVERLY S.
	9:30-9:45 AM	CADELINA, CLARICE ELEONORE E.
	9:45-10:00 AM	CHATTO, HELEN B.
	HEALTH BREAK	
	10:30-10:45 AM	DULOS, JENNEFER Q.
	10:45-11:00 AM	PELIÑO, VIRGILENE M.
	ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)	
	1:00-1:15 PM	BAGOLOS, BEVERLY S.
	1:15-1:30 PM	BERGANTIN, EDELYN A.
	1:30-1:45 PM	EVASCO, KENT CHADRIC H.
	1:45-2:00 PM	PELIÑO, VIRGILENE M.



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

4. Wide dissemination of this Memorandum is desired. For information, guidance, and compliance.

For the SDS:

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WDB/JAAL/HRMPSB/JAAL/ecc



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