



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

27 Oct 2020

DIVISION MEMORANDUM
No. 268, s. 2020

**NOTICE ON POSTED SELECTION LINE-UP:
ADMINISTRATIVE ASSISTANT III (PERSONNEL UNIT)**

To: **Asst. Schools Division Superintendent**
Chief CID, SGOD
PSDS, Education Program Supervisors
Section Heads
All Public Elementary & Secondary School Heads
All Others Concerned
This Division

1. This is to inform the field that the Selection Line-up for the following position is already available and viewable at our Division Website: www.depedelsalvadorcity.net → Career Opportunities → Selection Line-Up.
 - Administrative Assistant III (Personnel Unit)
2. For inquiries/clarification on the results, feel free to contact our Personnel Unit via email: recruitment.elsalvadorcity@deped.gov.ph.
3. For information, guidance and compliance.

OLGA C. ALONSABE
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

HIRING RECRUITMENT

OSDS/AMA



Address: Zone 3, Poblacion, El Salvador City | Tel. No. (088) 555-0475
Website: www.depedelsalvadorcity.net | Email: elsalvador.city@deped.gov.ph



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SELECTION LINE-UP

October 27, 2020
(Date)

DEPARTMENT OF EDUCATION- EL SALVADOR CITY DIVISION

Name of Agency/Office

Vacant Position: **Administrative Assistant III (Personnel Unit)**
Item Number: **OSEC-DECSB-ADAS3-660182-2018**

NAME	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
PRESCRIBED QUALIFICATION	Completion of 2 years college studies	1-year relevant experience	4 hours of relevant training	CS Sub-Prof; 1st Level Eligibility
ALEXES MAE AMPLAYO BOLASCO	BS Business Administration-2011	at least 1 year of relevant experience	at least 4 hours of relevant training	CS Professional
AMALYN MALONJAO PESCADOR	Bachelor of Science in Information Technology-2008; ProfEd-2019	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)
FEIL MARIE ESTANILLA IPAN	Bachelor of Elementary Education-2012	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)
GERLISSA KRISTI RAS AMOGUIS	Bachelor of Arts in Sociology and Anthropology-2004	at least 1 year of relevant experience	at least 4 hours of relevant training	CS Professional
JOY MAE GAAN APDIAN	BA English Language + ProfEd 2015 & 2019	at least 1 year of relevant experience	at least 4 hours of relevant training	CS Professional
MICHAEL CLINT EDUBOS ESTRADA	Bachelor of Elementary Education - 2017	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)

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MICHELLE JOY VICENTE ORING	Bachelor of Secondary Education major in English- 2018	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)
QUENNIE LABIS ARRIESGADO	BS Business Management- 2001; 16 units MBA	at least 1 year of relevant experience	at least 4 hours of relevant training	CS Professional
ROTHELLEE LAURIO SABURNIDO	137 units in BS Psychology	at least 1 year of relevant experience	at least 4 hours of relevant training	CS Sub Professional
RUTH AGUIRRE CALUBAG	Bachelor of Elementary Education with Special Education (SPED)-2012	at least 1 year of relevant experience	at least 4 hours of relevant training	RA 1080 (Teacher)

***NOTE:** Applicants enlisted above are invited for Interview scheduled on **November 12, 2020, 2:00 PM** via Google Meet.

Prepared by:


ANNA MAE M. ATILLO
Human Resource Management Officer II

Certified correct by:


OLGA C. ALONSABE
OIC-Schools Division Superintendent

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