



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

25 Apr 2022

DIVISION MEMORANDUM
No. 173, s. 2022

**NOTICE ON POSTED SELECTION LINE-UP:
ADMINISTRATIVE ASSISTANT II**

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/s is already available and viewable at our Division Website: www.depedelsalvadorcity.net → Career Opportunities → Selection Line-Up.

Position	Item Number
Administrative Assistant II	OSEC-DECSB-ADAS2-660144-2016 OSEC-DECSB-ADAS2-660055-2017

2. For inquiries/clarification on the results, feel free to contact our Personnel Unit via email: recruitment.elsalvadorcity@deped.gov.ph.
3. All are reminded that this Office adheres to Equal Employment Opportunity Principle (EEOP). Hence, all decisions and actions shall be based solely on guidelines set forth, with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.


OLGA C. ALONSABE, PhD, CESO V
Schools Division Superintendent

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

HIRING

RECRUITMENT

SELECTION



Address: Zone 3, Poblacion, El Salvador City | Tel. No. (088) 855-0113
Website: www.depedelsalvadorcity.net | Email: elsalvador.city@deped.gov.ph



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Enclosure to Division Memorandum 173, s. 2022

SELECTION LINE-UP

April 25, 2022
(Date)

Vacant Position: **Administrative Assistant II**
Item Number: OSEC-DECSB-ADAS2-660144-2016
OSEC-DECSB-ADAS2-660055-2017

NAME	EDUCATION	TRAINING	WORK EXPERIENCE	ELIGIBILITY
<i>PRESCRIBED QUALIFICATION</i>	<i>Completion of 2 years studies in college</i>	<i>4 hours of relevant training</i>	<i>1 year of relevant experience</i>	<i>Career Service (Subprofessional) first level eligibility</i>
BACULIO, CHARISSE APAG	Bachelor's Degree	at least 4 hours of relevant training	at least 1 year of relevant experience	RA 1080 (Teacher)
CAÑETE, EVERLYN MUÑOZ	Bachelor's Degree	at least 4 hours of relevant training	at least 1 year of relevant experience	RA 1080 (Teacher)
CLARABAL, MERAPE OMPOC	Bachelor's Degree	at least 4 hours of relevant training	at least 1 year of relevant experience	RA 1080 (Teacher)
DAWING, OMAR SALUT	Bachelor's Degree	at least 4 hours of relevant training	at least 1 year of relevant experience	RA 7160 (Barangay Official Eligibility)
OLIVO, IVY PAGALARAN	Bachelor's Degree	at least 4 hours of relevant training	at least 1 year of relevant experience	RA 1080 (Teacher)

*NOTE: HRMPSB shall conduct the necessary evaluation/screening of applicants and deliberation then submit results to the Office of the Schools Division Superintendent on or before **May 12, 2022**.



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