



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

13 May 2022

DIVISION MEMORANDUM
No. 199, s. 2022

**NOTICE ON POSTED SELECTION LINE-UP:
ADMINISTRATIVE ASSISTANT III POSITION**

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 III	OSEC-DECSB-ADAS3-660180-2018

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 199, s. 2022

SELECTION LINE-UP

May 13, 2022
(Date)

Vacant Position: **Administrative Assistant III**
Item Number: **OSEC-DECSB-ADAS3-660180-2018**

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>
ARRIESGADO, QUENNIE LABIS	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional
BACULIO, CHARISSE APAG	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1080 (Teacher)
BACULIO, EVA MAE SABURAO	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1080 (Teacher)
CAÑETE, EVERLYN MUÑOZ	30 units in Masters in Educational Management	4 hours of relevant training	1 year of relevant experience	RA 1080 (Teacher)
CARANGCARANG, DEXTER ALTOVEROS	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional
FERNANDEZ, GREFEL MARI LABIO	12 units in Masters in Public Administration	4 hours of relevant training	1 year of relevant experience	Career Service Professional
MANGIGIN, JOBAISAH MALAWANI	Bachelor's degree relevant to the job	at least 4 hours of relevant training	at least 1 year of relevant experience	Special Eligibility (Barangay Eligibility)
OCO, RICCA STEPHANIE EDRALIN	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Honor Graduate Eligibility



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PAISANO, ALSAMEL JANE BAHIAN	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional
SABURNIDO, ROTHELLEE LAURIO	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional

****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 31, 2022**.

Prepared by:


ANNA MAE M. ATILLO
Human Resource Management Officer II

Certified correct by:


OLGA C. ALONSABE
Schools Division Superintendent

