



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

13 Feb 2023

DIVISION MEMORANDUM
No. 076, s. 2023


**NOTICE ON POSTED SELECTION LINE-UP:
ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)**

To: **Asst. Schools Division Superintendent**
Chief Education Supervisors, CID and SGOD
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 (Senior Bookkeeper) | OSEC-DECSB-ADAS3-660186-2018 |

2. Applicants enlisted are invited for further evaluation. For inquiries/clarification on the results, feel free to contact our Personnel Unit via email: recruitment.elsalvadorcity@deped.gov.ph.
3. 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 March 03, 2023**.
4. All are reminded that this Office adheres to the 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.

for 
VICTOR G. DE GRACIA, JR., PhD, CESO V
Assistant Regional Director
and concurrent Officer-In-Charge
Office of the 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

SELECTION LINE-UP

February 10, 2023

(Date)

DEPARTMENT OF EDUCATION - EL SALVADOR CITY DIVISION

Name of Agency/Office

Vacant Position: **ADMINISTRATIVE ASSISTANT III**

Item Number: **OSEC-DECSB-ADAS3-660186-2018**

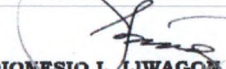
| NAME | EDUCATION | TRAINING | EXPERIENCE | ELIGIBILITY |
|---------------------------------|---|---------------------------------------|--|--|
| PRESCRIBED QUALIFICATION | Completion of two years studies in college | 4 hours of relevant training | 1 year of relevant experience | Career Service Sub-Professional (1st Level Eligibility) |
| ANDREW B. MACALOT | Bachelor's degree | at least 4 hours of relevant training | at least 1 year of relevant experience | RA 1080 (Teacher) |
| ANDRIE CRIS L. SAGUING | Bachelor's degree | at least 4 hours of relevant training | at least 1 year of relevant experience | RA 1080 (Teacher) |
| EVELYN S. BRIONES | Bachelor's degree | at least 4 hours of relevant training | at least 1 year of relevant experience | RA 1080 (Teacher) |
| JESSA MAE L. TALASAN | Bachelor's degree | at least 4 hours of relevant training | at least 1 year of relevant experience | RA 1080 (Teacher) |
| LOVELY JOY CATANE | Bachelor's degree | at least 4 hours of relevant training | at least 1 year of relevant experience | CS Professional |
| MALOU S. SUSMERAN | Bachelor's degree | at least 4 hours of relevant training | at least 1 year of relevant experience | CS Professional |
| NORMAN B. VICARIATO | Bachelor's degree | at least 4 hours of relevant training | at least 1 year of relevant experience | RA 1080 (Teacher) |

*****nothing follows*****

Prepared by:

JEFFREY M. MARTINEZ
Administrative Officer V

Noted by:


DIONESIO L. LIWAGON, JR., CESE
OIC-Assistant Schools Division Superintendent