



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

18 Sep 2023

DIVISION MEMORANDUM  
No. 390, s. 2023


**NOTICE ON INITIAL EVALUATION RESULT:  
ADMINISTRATIVE OFFICER II**

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](http://www.depedelsalvadorcity.net) → Career Opportunities → Selection Line-Up.

Position	Item Number
Administrative Officer II	OSEC-DECSB-ADOF2-660042-2016

2. Applicants enlisted that are tagged as “qualified” are invited for further evaluation. Qualified applicants are to wait for the interview schedule via email. For inquiries/clarification on the results, feel free to contact our Personnel Unit via email: [recruitment.elsalvadorcity@deped.gov.ph](mailto:recruitment.elsalvadorcity@deped.gov.ph).
3. All are reminded that this Office adheres to the Equal Employment Opportunity Principle (EEO). 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.
4. Immediate and wide dissemination of this memorandum is desired.

  
**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
Under the following subjects:  
HIRING          RECRUITMENT          SELECTION



Address: Zone 3, Poblacion, El Salvador City  
Telephone No: (088) 882 6326  
Website: [www.depedelsalvadorcity.net](http://www.depedelsalvadorcity.net)  
Email Address: [elsalvador.city@deped.gov.ph](mailto:elsalvador.city@deped.gov.ph)

**Transforming Schools,  
Forging Partners**



## INITIAL EVALUATION RESULT (IER)/ SELECTION LINE UP

Position: **ADMINISTRATIVE OFFICER II**Salary Grade and Monthly Salary: **SG 11 P 27,000**

Qualification Standards:

Education	Bachelor's degree relevant to the job
Training	<u>None required</u>
Experience	<u>None required</u>
Eligibility	<u>Career Service (Professional) - Second Level eligibility</u>


No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title	Details		
1	2023-ELSA-ADOF2A-0001	Bachelor of Secondary Education Major in TLE MA in Education Major in Educational Management (CAR)	at least 40hrs training	at least 4yrs experience	RA 1080 (Teacher)	QUALIFIED
2	2023-ELSA-ADOF2A-0002	Bachelor of Elementary Education Major in Special Education	at least 40hrs training	at least 2yrs experience	RA 1080 (Teacher)	QUALIFIED
3	2023-ELSA-ADOF2A-0003	Bachelor of Elementary Education - General Education	at least 8hrs training	at least 2yrs experience	PD 907 (Honor Graduate Eligibility)	QUALIFIED
4	2023-ELSA-ADOF2A-0004	BS Business Administration - Major in Management Master in Government Management (CAR - 42Units)	at least 16hrs training	at least 2yrs experience	Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED
5	2023-ELSA-ADOF2A-0005	BS Business Administration - Major in Financial Management	None	None	Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED
6	2023-ELSA-ADOF2A-0006	BS Business Administration - Major in Banking and Finance Master in Public Administration - 9 Units	at least 40hrs training	at least 6yrs experience	PD 907 (Honor Graduate Eligibility)	QUALIFIED
7	2023-ELSA-ADOF2A-0007	no attached TOR	None	None	no attached eligibility	DISQUALIFIED
8	2023-ELSA-ADOF2A-0008	BS Business Administration -Financial Management	None	None	Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED
9	2023-ELSA-ADOF2A-0009	Bachelor of Science in Commerce - Major in Management Accounting	None	at least 4yrs experience	RA 1080 (Teacher)	QUALIFIED
10	2023-ELSA-ADOF2A-0010	Bachelor Secondary Education Major in Biological Sciences	at least 140hrs training	at least 3yrs experience	RA 1080 (Teacher)	QUALIFIED
11	2023-ELSA-ADOF2A-0011	Bachelor of Elementary Education Major in Early Childhood Education	None	None	RA 1080 (Teacher)	QUALIFIED
12	2023-ELSA-ADOF2A-0012	BS Business Administration Major in Marketing Management	None	None	PD 907 (Honor Graduate Eligibility)	QUALIFIED
13	2023-ELSA-ADOF2A-0013	BS in Information Technology	None	None	Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED
14	2023-ELSA-ADOF2A-0014	BSEd Major in English	None	None	RA 1080 (Teacher)	QUALIFIED
15	2023-ELSA-ADOF2A-0015	BSEd Major in English	at least 8hrs training	None	RA 1080 (Teacher)/ Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED
16	2023-ELSA-ADOF2A-0016	BS in Computer Science	None	None	Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED
17	2023-ELSA-ADOF2A-0017	No attached TOR	None	None	No attached Eligibility	DISQUALIFIED
18	2023-ELSA-ADOF2A-0018	BS Psychology	None	None	RA 1080 (Psychometrician)	QUALIFIED

No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title	Details		
19	2023-ELSA-ADOF2A-0019	BS in Technology Communication Management Master in Public Service Management	None	at least 6mos experience	Career Service (Professional)/ 2nd Level Eligibility/ RA1080 (Teacher)	QUALIFIED
20	2023-ELSA-ADOF2A-0020	BS Biology	None	None	Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED
21	2023-ELSA-ADOF2A-0021	No TOR attached	None	None	Career Service (Professional)/ 2nd Level Eligibility	QUALIFIED

Prepared and certified correct:

  
**FELANIE MARIE A. LIM**  
 Administrative Officer IV  
 Date:

  
**ALAN T. SACULINGAN**  
 Administrative Officer IV

  
**ELEONOR M. REMONSADA**  
 Administrative Officer IV

  
**RIZAN L. SARDANE**  
 Administrative Officer IV