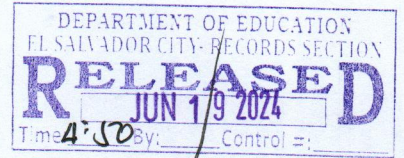




Republic of the Philippines
 Department of Education
 REGION X – NORTHERN MINDANAO
 SCHOOLS DIVISION OF EL SALVADOR CITY



19 Jun 2024

DIVISION MEMORANDUM
 No. 035, s. 2024


**NOTICE ON INITIAL EVALUATION RESULT:
 ADMINISTRATIVE AIDE VI (CLERK III)**

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 AIDE VI (CLERK III)	OSEC-DECSB-ADA6-660029-2014

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.
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
 Email Address: elsalvador.city@deped.gov.ph

Transforming Schools,
 Forging Partners



INITIAL EVALUATION RESULT (IER)

Position: **Administrative Aide VI**

Salary Grade and Monthly Salary: **SG 6 P 17,553**

Qualification Standards:

Education: Completion of two years studies in college

Training: None required

Experience: None required

Eligibility: Career Service (Sub-professional)/ First Level Eligibility

No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title & No. of hours	Details & Years		
1	2024-ADA6B-0001	AB Theology	None	at least 1yr 3m exp	RA 1080 (Teacher)	QUALIFIED
2	2024-ADA6B-0002	Bachelor of Elementary Education - GenEd	1. Contact Center Services NCII - 144 Hours 2. Caregiving NCII - 786 Hours	1. Teacher - 9M 2. Elementary Teacher - 2Y	RA 1080 (Teacher)	QUALIFIED
3	2024-ADA6B-0003	Bachelor or Science in Manufacturing Engineering Technology Major in Mechanical Design and Fabrication	None	No Support Documents Submitted	PD 907	QUALIFIED
4	2024-ADA6B-0004	Bachelor of Science in Information Technology	None	No Support Documents Submitted	None Presented	DISQUALIFIED
5	2024-ADA6B-0005	Bachelor of Secondary Education - English	1. PPST-based Dynamic Teaching for Skills Exploration - 3 Hours	No Support Documents Submitted	RA 1080 (Teacher)	QUALIFIED
6	2024-ADA6B-0006	Bachelor of Science in Business Administration Major in Financial Management	1. Various TESDA Online Trainings - 48 Hours 2. Various RA&VE Online Trainings - 24 Hours	No Support Documents Submitted	Career Service Professional	QUALIFIED
7	2024-ADA6B-0007	Bachelor of Science in Business Administration Major in Financial Management	1. Bread and Pastry Production - 141 Hours 2. Bookkeeping with Quickbooks online - 15 Hours 3. CyberSecurity Awareness Training - 8 Hours	No Support Documents Submitted	Career Service Professional	QUALIFIED
8	2024-ADA6B-0008	Bachelor in Elementary Education - GenEd	1. Cookery NC II - 320 Hours	No Support Documents Submitted	RA 1080 (Teacher)	QUALIFIED
9	2024-ADA6B-0009	Bachelor of Science in Business Administration Major in Marketing Management	None	No Support Documents Submitted	Career Service Sub-Professional	QUALIFIED
10	2024-ADA6B-0010	Bachelor of Arts in Sociology	None	No Support Documents Submitted	None	DISQUALIFIED
11	2024-ADA6B-0011	Bachelor of Elementary Education	None	No Support Documents Submitted	RA 1080 (Teacher)	QUALIFIED
12	2024-ADA6B-0012	Bachelor of Science in Electronics and Computer Technology Major in Communication Systems	No Support Documents Submitted	No Support Documents Submitted	Career Service Professional	QUALIFIED
13	2024-ADA6B-0013	Bachelor of Science in Social Work	Trainings gained before graduation	No support documents submitted	RA 1080 (Social Workers)	QUALIFIED

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INITIAL EVALUATION RESULT (IER)

Position: **Administrative Aide VI**

Salary Grade and Monthly Salary: SG 6 P 17,553

Qualification Standards:

Education: Completion of two years studies in college

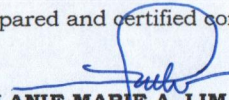
Training: None required

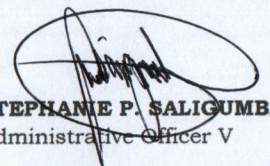
Experience: None required

Eligibility: Career Service (Sub-professional)/ First Level Eligibility

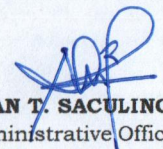
No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title & No. of hours	Details & Years		
14	2024-ADA6B-0014	Bachelor of Science in Mechanical Engineering	No support documents submitted	No support documents submitted	Career Service Professional	QUALIFIED
15	2024-ADA6B-0015	Bachelor of Secondary Education Major in Mathematics	1. Workplace Ethics and Employee Relations Training - 8 Hours 2. Basic Computer Literacy Training - 80 Hours 3. Office and Administrative Management Training - 8 Hours	No support documents submitted	RA 1080 (Teacher)	QUALIFIED
16	2024-ADA6B-0016	Bachelor of Science in Criminology	No support documents submitted	No support documents submitted	Criminologist	QUALIFIED
17	2024-ADA6B-0017	Bachelor of Science in Business Administration Major in Human Resource Management	No support documents submitted	No support documents submitted	PD 907	QUALIFIED
18	2024-ADA6B-0018	Bachelor of Science in Business Administration Major in Marketing Management	No support documents submitted	No support documents submitted	Career Service Professional	QUALIFIED

Prepared and certified correct by:


FELANIE MARIE A. LIM
Administrative Officer IV


STEPHANIE P. SALIGUMBA
Administrative Officer V


MARICRIS P. QUISMUNDO
Sr. Education Program Specialist (Alternate)


ALAN T. SACULINGAN
Administrative Officer IV

Date: