



Republika ng Pilipinas

# Kagawaran ng Edukasyon

REHIYON V—BICOL

## TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD NAGA

### ADVISORY No. 3

December 19, 2023

(Division Memorandum No. 297, s. 2023, re: Announcement of Vacancy for Project Development Officer I, Accountant I, Senior Bookkeeper and Administrative Assistant III)

1. Please be informed of the schedule for the assessment and interview/and or written test of the qualified applicants for the following positions at the Division Conference Hall on **December 27, 2023**.

| Activity                          | Schedule                                      | Qualified Applicant   |
|-----------------------------------|---|---|
| Document Evaluation and Interview | December 27, 2023<br>(8:00-9:00)<br>Morning   | <b>(Accountant I)</b><br>DE MATA, NORIEL ALEJANDRO V.<br><b>(Senior Bookkeeper)</b><br>BARCELO, BEA CINDY M.  |
| Written Test and Interview        | December 27, 2023<br>(9:00-12:00)<br>Morning  | <b>(Administrative Assistant III)</b><br>1) BORRE, SEMENA SONIA<br>2) CABRADILLA, ALEX ADRIAN C.<br>3) CONDE, MARIA HONEY S.<br>4) CRISTO, KHORT LAURENZ C.<br>5) JASARENO, CHAROLE JEANZ A<br>6) JASARENO, JANELLE V.<br>7) LOPEZ, MARIANNE KATHLEEN P.<br>8) MAYORES, MA. ALMA DY KOW<br>9) MELITON, MELANIE D.<br>10) NOLASCO, ANGELICA MAE C.<br>11) RAMOS, KAREN H.<br>12) REBLANDO, TERESA A.<br>13) SANDUCO, MA. SHAINA F.<br>14) SANIEL, SANDEL DL. |
| Document Evaluation               | December 27, 2023<br>(1:00-5:00)<br>Afternoon | All Administrative Assistant III Applicants listed above  |

2. The Composition of the Human Resource Merit, Promotion and Selection Board (HRMPSB) are:

|          |  |
|----------|--|
| Chairman | ASDS Cecile C. Ferro CESO VI   |
| Member   | OIC CES-SGOD Michael A. Del Rosario  |
| Member   | AO V Mary Ann B. Rosaurio  |
| Member   | HRMO Sheila Margarita M. Durante   |
| Member   | NEU President Ms. Hazel Rose L. Sumpay or her representative   |
| Member   | Head of Unit:<br>Ms. Nida L. Eborra- Carolina NHS (Sr. Bookkeeper)<br>Mr. Sulpicio C. Alferez III – Camarines Sur NHS (Accountant I) |

DM 31, s. 2019 A Rev. 01



Royas Avenue, Brgy. Triangulo, Naga City, Camarines Sur  
0981 630 0070  
naga.city@deped.gov.ph





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3. Expenses relative to the HRMPSB Assessment activities is chargeable against local funds subject to budgeting, accounting & auditing rules and regulations.
4. For information and guidance of all concerned.

**SUSAN S. COLLANO CESO V**  
Schools Division Superintendent

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21 DEC 2023