



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
 Schools Division of Cebu Province

**Office of the Schools Division
 Superintendent**

August 31, 2023

DIVISION MEMORANDUM
 No. 363 s. 2023

**RANKING OF APPLICANTS FOR PROJECT DEVELOPMENT OFFICER I-SHS,
 ADMINISTRATIVE ASSISTANT III (Senior Bookkeeper), ADMINISTRATIVE
 ASSISTANT II (Disbursing Officer) FOR SY-2023-2024**

To: Assistant Schools Division Superintendents
 Division Chiefs
 Education Program Supervisors
 Public Schools District Supervisors /District Caretakers
 Elementary and Secondary School Heads
 All Other Concerned

- Relative to Division Memorandum No. 306, s.2023 entitled “Ranking of Applicants for Guidance Counselor II-SHS, Project Development Officer I-SHS, Administrative Assistant III (Senior Bookkeeper) and Administrative Assistant II (Disbursing Officer), the Office announces the list of qualified applicants for the following positions:
 - Project Development Officer I-SHS
 - Administrative Assistant III (Senior Bookkeeper)
 - Administrative Assistant II (Disbursing Officer)
- Shortlisted applicants are advised to proceed to the Division Office Social Hall on the specified schedule for the interview and examination:

POSITION	DATE	TIME
Project Development Officer I-SHS	September 5, 2023	8:30AM
Administrative Assistant III (Senior Bookkeeper)	September 5, 2023	1:30PM
Administrative Assistant II (Disbursing Officer)	September 6, 2023	8:30AM

- Applicants who submitted their pertinent documents but not included in the list may visit the Division Office- Human Resource Unit for clarifications between September 1 and 4, 2023 from 8am-5pm or call (032) 424-9000 loc.115.
- For immediate, widest dissemination and guidance of all concerned.

Priscilo P. Paulin

SENEN-PRISCILO P. PAULIN, CESO V
 Schools Division Superintendent





Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII-Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City.

SHORTLIST OF APPLICANTS FOR ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)

Qualification Standards of the Position

Position:	Administrative Assistant III (Senior Bookkeeper)
Salary Grade and Monthly Salary	SG 9 - P21,211.00
Education	Completion of 2 years of studies in college
Training	4 hours of relevant training
Experience	1 year relevant experience
Eligibility	Career Service First Level Eligibility (Sub-Professional)

No.	Name	Address	Remarks
1	ALLEGO, MARIA FE N.	TALISAY CITY, CEBU	
2	APAWAN, ROEL JOEY M.	BANTAYAN, CEBU	
3	BAROMAN, MARIA AIZA A.	PINAMUNGAJAN, CEBU	
4	BUCADO, LOUTHES GENIZA B.	SAN REMIGIO, CEBU	
5	CAMIGUING, EVELYN A.	PINAMUNGAJAN, CEBU	
6	CANOPIN, EDITHA C.	MALABUYOC, CEBU	
7	CERVANTES, CHARLENE R.	CARCAR CITY, CEBU	
8	DE LA PENA, LOREN GRACE I.	BANTAYAN, CEBU	
9	ESCALA, JENELYN M.	BANTAYAN, CEBU	
10	ESPINA, JILL M.	ASTURIAS, CEBU	
11	FORMENTERA, HARRIZON L.	SAN FRANCISCO, CEBU	
12	LAPE, LADY JEWELA G.	BALAMBAN, CEBU	
13	MALINAO, GIRLY S.	MANDAUE CITY, CEBU	
14	MONTERDE, DANIELSTER ST. LAWRENCE C.	DAANBANTAYAN, CEBU	
15	REGALA, KENZ AIDENE S.	BOGO CITY, CEBU	
16	RELAMPAGOS, KATHERINE D.	PORO, CEBU	
17	RUGAS, ALLAN DAVE N.	DALAGUETE, CEBU	
18	SALDUA, JOSELYN L.	DANAOCITY, CEBU	
19	SOLLANO, DARWIN M.	BORBON, CEBU	
20	TEROL, ROGER A.	TABUELAN, CEBU	
21	URSAL, REJOICE H.	BOGO CITY, CEBU	

*** nothing follows ***

Prepared and certified correct by:

MONINA SARAH M. POMAREJOS, MPA
Human Resource Management Officer

Date: 8/21/23



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII-Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City

SHORTLIST OF APPLICANTS FOR ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER)

Qualification Standards of the Position

Position:
Salary Grade and Monthly Salary
Education
Training
Experience
Eligibility

Administrative Assistant II (Disbursing Officer)
SG 8 - P19,744.00
Completion of 2 years of studies in college
4 hours of relevant training
1 year relevant experience
Career Service First Level Eligibility (Sub-Professional)

No.	Name	Address	Remarks
1	ALDAMIA, MAIRISH G.	DALAGUETE, CEBU	
2	AÑASCO, CILA MARIE T.	CEBU CITY, CEBU	
3	APAS, ELLA MAE M.	SAN FRANCISCO, CEBU	
4	ASPACIO, ANALYN I.	BADIAN, CEBU	
5	BANCALE, PAMELA A.	ARGAO, CEBU	
6	BELEYA, GLYZA JEAN B.	ALCANTARA, CEBU	
7	BITÁNGGA, QUEENY HAZEL D.	MALABUYOC, CEBU	
8	BOJOS, JOMARI S.	MADRIDEJOS, CEBU	
9	CABAG, LYNJO M.	MQALBOAL, CEBU	
10	CANOPIN, EDITHA C.	MALABUYOC, CEBU	
11	CERVANTES, CHARLENE R.	CARCAR CITY, CEBU	
12	CONCEPCION, LEONIDES M.	CORDOVA, CEBU	
13	DAYUDAY, CESSNA MAE	BADIAN, CEBU	
14	DEVILA, MARIA LIEZLE T.	GINATILAN, CEBU	
15	DIMINAGRACIA, CHRISTINE P.	BADIAN, CEBU	
16	DONAIRE, CATHLYN MAE C.	PORO, CEBU	
17	DUMOPOY, RUTH B.	BANTAYAN, CEBU	
18	ECONAR, FARRAH A.	CARCAR CITY, CEBU	
19	ELLOS, CHERLYN L.	ARGAO, CEBU	
20	FORMENTERA, HARRIZON L.	SAN FRANCISCO, CEBU	
21	FUENTES, CAROLINE L.	TABOGON, CEBU	
22	FUENTES, KIMBERLY L.	TABOGON, CEBU	
23	GAMBOA, JULIE ANN G.	BALAMBAN, CEBU	
24	GELAGA, RHEA D.	PORO, CEBU	
25	GETUBIG, CHERRIE MAE E.	BOLJOON, CEBU	
26	GONZAGA, WINDOLYN R.	SAN FRANCISCO, CEBU	

2/16

No.	Name	Address	Remarks
27	HABEL, JANLINON S.	TABOGON, CEBU	
28	JUMOLA, VANESSA E.	SANTA FE, CEBU	
29	LAPE, LADY JEWELA G.	BALAMBAN, CEBU	
30	LOON, MAPETTE L.	PORO, CEBU	
31	LUCENAS, SOL ANNAFE L.	PORO, CEBU	
32	LUCERO, SWEATSEL L.	SAN FRANCISCO, CEBU	
33	LUMAGOD, IRENE JOY M.	MOALBOAL, CEBU	
34	MAPAIT, ROWELYN P.	BOGO CITY, CEBU	
35	MEJASCO, ROSALIE I.	TABOGON, CEBU	
36	MEOMELO, RENJIL JOY M.	MANDAUE CITY, CEBU	
37	MONTE DE RAMOS, JULIE ANN O.	PORO, CEBU	
38	MONTEDERAMOS, DONAH D.	PORO, CEBU	
39	OBENZA, IVY D.	SAN FRANCISCO, CEBU	
40	PELENO, KIZZIA JIRAH D.	MADRIDEJOS, CEBU	
41	PITOGO, CATHERINE L.	BOGO CITY, CEBU	
42	POVADORA, JEZEBEL A.	TABOGON, CEBU	
43	RABONG, RUBELYN S.	BADIAN, CEBU	
44	RAMIREZ, DONNA GAY R.	SAN FRANCISCO, CEBU	
45	RIOS, MERRY KHRYSTINE U.	SAN REMIGIO, CEBU	
46	RUBIN, BERNARDITA R.	MAJABUYOC, CEBU	
47	RUGAS, ALLAN DAVE N.	DALAGUETE, CEBU	
48	SABANAL, NINA MARIE T.	MOALBOAL, CEBU	
49	SOLLANO, DARWIN M.	BORBON, CEBU	
50	VENZAL, IRENE MELODY M.	PORO, CEBU	
51	VERDIDA, AIREN P.	PILAR, CEBU	

*** nothing follows ***

Prepared and certified correct by:

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MONINA SARAH M. POMAREJOS, MPA
 Human Resource Management Officer

Date: 8/11/13



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII-Central Visayas
DIVISION OF CEBU PROVINCE
Sudlon, Lahug, Cebu City

SHORTLIST OF APPLICANTS FOR PDO I-SHS

Qualification Standards of the Position

Position:
Salary Grade and Monthly Salary
Education
Training
Experience
Eligibility

Project Development Officer I-SHS
SG 11 - P27,000
Bachelor's Degree relevant to the job
None Required
None Required
Career Service Second Level (Professional) Eligibility

No.	Name	Address	Remarks
1	ALPAS, ANECITO ARAM N.	CEBU CITY, CEBU	
2	ALPAS, POLARIS DIA N.	BARILI, CEBU	
3	BANGA, MARA JANE C.	MANDAUE CITY, CEBU	
4	BINAGATAN, KRIZZIA C.	ALEGRIA, CEBU	
5	CABILAO, JOE LAWRENCE D.	CEBU CITY, CEBU	
6	CABUENAS, KRISTEL ANN L.	BARILI, CEBU	
7	CALAGO, CARMELINE S.	DUMANJUG, CEBU	
8	CELINO, MARY ANN B.	ARGAO, CEBU	
9	CORONEL, LUCILLE JANE L.	BADIAN, CEBU	
10	CORTES, CANNY REX P.	CARCAR CITY, CEBU	
11	DE LA PENNA, LOREN GRACE I.	BANTAYAN, CEBU	
12	DULAY, BEVERLY JANE G.	DALAGUETE, CEBU	
13	DUMASAPAL, AIZA MAE M.	MOALBOAL, CEBU	
14	GRENGIA, MARILOU G.	MOALBOAL, CEBU	
15	GUARDIARIO, ANAMAE B.	MOALBOAL, CEBU	
16	JADOL, ELIZABETH C.	ALEGRIA, CEBU	
17	LABAO, MITHZ P.	MANDAUE CITY, CEBU	
18	LIGAN, JOHN PAUL R.	TUDELA, CEBU	
19	LUMAGOD, IRENE JOY M.	MOALBOAL, CEBU	
20	MARI, MARIA NELYN L.	MOALBOAL, CEBU	
21	MORENO, JOANNA C.	DUMANJUG, CEBU	

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No.	Name	Address	Remarks
22	POTESTAD, CATHERINE A.	DAANBANTAYAN, CEBU	
23	RITUMALTA, MELANIE S.	DALAGUETE, CEBU	
24	RONDINA, BENJAMIN E.	SAN REMIGIO, CEBU	
25	ROSALES, SHERYL ANA Q.	MALABUYOC, CEBU	
26	RUBIN, BERNARDITA R.	MALABUYOC, CEBU	
27	SAMSON, ALDEE CHRIS S.	CEBU CITY, CEBU	
28	TEROL, ROGER A.	TABUELAN, CEBU	
29	VERGARA, ANNABELLE R.	BARIL, CEBU	
30	ZITA, PHINEAS JOSE Y.	COMPOSTELA, CEBU	
*** nothing follows ***			

Prepared and certified correct by:

MP
MONINA SARAH M. POMAREJOS, MPA
 Human Resource Management Officer

Date: 8/3/10