



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**  
REHIYON V - BICOL  
**TANGGAPANG PANSANGAY NG CATANDUANES**

**Division Human Resource Merit Promotion  
And Selection Board**

**NOTICE OF MEETING**

TO: HRMPSB Member:

- MARICHELLE B. LLAVE – Administrative Officer IV
- EVA S. TOLENTINO- Administrative Officer V
- MARY JEAN S. ROMERO- Chief Education Supervisor, SGOD
- ANGELO JAMES AGUINALDE- Accountant III
- EDDIE OGALESCO – PNHS - CAIC
- DELFIN DE LEON- Supang Datag NHS
- RAMON TEMPLONUEVO – Gigmoto RDHS
- MAYBELLE C. RUBIO- SAVS
- MA. EVELYN OLFINDO - SJNHS
- JANET TONIO - VRDHS
- SALVE AQUINO – PNHS
- LIZA M. BERNARDO – Administrative Officer IV
- MILAGROS V. LIM – School Principal II
- MELODY R. TALLER – Secretariat
- AL FRANCIS B. MENDEZ – Secretariat
- MARIA GIENINE R. TAPERLA- Secretariat
- CRISTY ANN F. CARDINO- Secretariat
- VIRGILIO J. MOLINA, JR. – Administrative Assistant III

RE: **SCHEDULE OF OPEN ASSESSMENT FOR ADMINISTRATIVE ASSISTANT III, ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER), SENIOR BOOKKEEPER, ADMINISTRATIVE ASSISTANT II (BOOKKEEPER), ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER) ADMINISTRATIVE ASSISTANT II (PROPERTY CUSTODIAN) APPLICANTS**

DATE: February 5, 2025

1. Relative to Division Memorandum No. 513 s. 2024 re: Acceptance of Application and Assessment for Non-Teaching Positions, please be advised that the schedule of Document Evaluation and Interview for Administrative Assistant III, Administrative Assistant III (Senior Bookkeeper), Senior Bookkeeper, Administrative Assistant II (Bookkeeper), Administrative Assistant II (Disbursing Officer) Administrative Assistant II (Property Custodian) on **February 6, 2025 8:00AM to 5:00PM** at **SDO Terrace**.
2. HRMPSB Member shall report to SDO Terrace at 8:00AM to 5:00 P.M. for assessment activity.
3. All other provisions in the said Division Memorandum still apply.
4. For information and guidance.

**DELFIN A. BONDAD**  
OIC, Assistant Schools Division Superintendent  
HRMPSB Chairperson

Noted:

**CECILE C. FERRO CESO VI**  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent



San Roque, Virac, Catanduanes  
052-8114063  
catanduanes@deped.gov.ph  
www.depedroccatanduanes.com / www.catanduanes.deped.gov.ph