

**RELEASED**

BY: [Signature] No: 373  
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Republic of the Philippines  
**Department of Education**  
REGION V  
SCHOOLS DIVISION OFFICE OF CATANDUANES

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

**NOTICE OF ASSESSMENT MEETING**

TO:

**MARY JEAN S. ROMERO**- Chairperson, HRMPSB  
**ROMEL G. PETAJEN**- Alternate  
**EVA S. TOLENTINO** - Member  
**CHERIE V. PEREZ**- Alternate  
**MARICHELLE B. LLAVE** - Member  
**ROMA ANGELEE A. SOLEYBAR** - Alternate Member  
**JONNEL S. SARMIENTO**- Member  
**LYN ANTONETTE TEDERA** - Secretariat  
**JEAN FLOR Q. CESTINA** - Secretariat

RE:

**ASSESSMENT OF DOCUMENTS FOR ADMINISTRATIVE ASSISTANT II (SHS) AND ADMINISTRATIVE ASSISTANT III (OSDS, Accounting and Personnel) APPLICANTS**

DATE:

**August 28, 2024**

Relative to Division Memorandum No. 304, s. 2024 re: Acceptance of Application and Assessment for Administrative Assistant II and Administrative Assistant III Positions please come for **Assessment of Documents** on **Thursday and Friday, August 29, 2024 and August 30, 2024, 1:00PM to 5:00PM** at **SDO Terrace**.

Thank you.

**CECILE C. FERRO CESO VI**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent