



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF PANABO CITY**

Office of the Schools Division Superintendent

July 17, 2024

**Division Memorandum**


No. 0137, s. 2024

**SCHEDULE OF WRITTEN EXAMINATION, INTERVIEW, AND OPEN ASSESSMENT  
FOR THE QUALIFIED APPLICANTS FOR ADMINISTRATIVE OFFICER II,  
ADMINISTRATIVE ASSISTANT II, AND ADMINISTRATIVE AIDE VI POSITIONS**

To: **BASILIO P. MANA-AY JR., CESO VI**, Assistant Schools Division Superintendent  
**AILENE B. AÑONUEVO**, SGOD Chief Education Supervisor, Member  
**RAUL E. GACUS**, Administrative Officer V, Member  
**NEO CARLO R. MAGNO**, Administrative Officer IV, Member  
**ANA LIZA M. MENDOZA**, SEPS, NEU President  
**ALTERNATE MEMBERS**  
**CARMINA D. RETES**, Administrative Officer II, Secretariat  
**JULIE ANN H. BACALSO**, Administrative Aide VI, Secretariat  
**QUALIFIED APPLICANTS**  
**ALL CONCERNED**

1. Please be informed of the schedule of written examination, interview, and open assessment for the qualified applicants for Administrative Officer II, Administrative Assistant II, and Administrative Aide VI positions on **July 19, 2024** at the Panabo City Division Office – Training Center. Applicants are advised to bring their pertinent documents in hard copy (original copies).
2. Attached is the list of qualified applicants with the corresponding schedules.
3. Immediate and wide dissemination of this Memorandum is desired.

For and in the absence of the Schools Division Superintendent:

  
**BASILIO P. MANA-AY JR., CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge

Encl.: as stated  
OSDS/ncrm/cdr



Schools Division Office of Panabo City  
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City  
Tel. Nos. (084)823 1469, (084) 628 4066  
Email: panabocity.division@deped.gov.ph

**RELEASED**

**JUL 18 2024**

RECORDS SECTION SDO PANABO CITY

BY 



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**SCHEDULE OF WRITTEN EXAMINATION, INTERVIEW, AND OPEN ASSESSMENT FOR THE  
QUALIFIED APPLICANTS FOR ADMINISTRATIVE OFFICER II, ADMINISTRATIVE ASSISTANT  
II, AND ADMINISTRATIVE AIDE VI POSITIONS**

No	Application Code	Position Applied	Schedule
1	6997MPH	Administrative Officer II	July 19, 2024 8:00am - 5:00pm
2	4493IBA	Administrative Officer II	
3	8300CEW	Administrative Officer II	
4	4934ABC	Administrative Officer II	
5	0045RBV	Administrative Officer II	
6	9420ROE	Administrative Officer II	
7	8714RMC	Administrative Officer II	
8	8513IDT	Administrative Officer II	
9	4763CLS	Administrative Officer II	
10	0573MPJ	Administrative Officer II	
11	2792CTS	Administrative Officer II	
12	3652JMJ	Administrative Officer II	
13	4013MMD	Administrative Officer II	
14	6625JNP	Administrative Officer II	
15	0095LCT	Administrative Officer II	
16	4776ETT	Administrative Officer II	
17	7032EOL	Administrative Officer II	
18	2662BAV	Administrative Assistant II	
19	9342LRA	Administrative Assistant II	
20	4777RMT	Administrative Aide VI	
21	9342LRA	Administrative Aide VI	
22	0573MPJ	Administrative Aide VI	
23	7032EOL	Administrative Aide VI	



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