



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

Office of the Schools Division Superintendent

December 9, 2025


**Division Memorandum**

No. 0289, s. 2025

**SCHEDULE OF WRITTEN EXAMINATION, INTERVIEW, AND OPEN ASSESSMENT  
FOR THE QUALIFIED APPLICANTS FOR SCHOOL PRINCIPAL I AND  
ADMINISTRATIVE ASSISTANT III POSITIONS**

To: **BASILIO P. MANA-AY JR., CESO VI**, Assistant Schools Division Superintendent  
**AILENE B. AÑONUEVO**, SGOD Chief Education Supervisor  
**RAUL E. GACUS**, Administrative Officer V  
**NEO CARLO R. MAGNO**, Administrative Officer IV  
**JOHANNA P. LINTERNA**, School Principal I, PESPA President  
**ANA LIZA M. MENDOZA**, SEPS, NEU President  
**CARMINA D. RETES**, Administrative Officer II, Secretariat  
**QUALIFIED APPLICANTS**  
**ALL CONCERNED**

1. Please be informed of the schedule of written examination, interview, and open assessment for the qualified applicants for School Principal I and Administrative Assistant III positions on December 11, 2025 at the Panabo City Division Office – Training Center. Applicants are advised to bring their pertinent documents in hard copy.
2. Attached is the list of qualified applicants.
3. Immediate and wide dissemination of this Memorandum is desired.

  
**JINKY B. FIRMAN, PhD, CESO VI**  
Schools Division Superintendent

Encl.: as stated  
OSDS/bpmj/ncrm

**RELEASED**

**DEC 11 2025**

RECORDS SECTION-SDO PANABO CITY  
BY 



Schools Division Office of Panabo City  
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City  
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No.	Application Code	Position Applied	Schedule
1	5790RBL	SCHOOL PRINCIPAL I	December 11, 2025 8:00 AM – 5:00 PM
2	2792CTS	ADMINISTRATIVE ASSISTANT III	
3	6216NRU	ADMINISTRATIVE ASSISTANT III	
4	2747RCT	ADMINISTRATIVE ASSISTANT III	
5	8820GCB	ADMINISTRATIVE ASSISTANT III	
6	3295APB	ADMINISTRATIVE ASSISTANT III	
7	3005ALG	ADMINISTRATIVE ASSISTANT III	



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