



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

Notice of Interview and Written Examination
February 16, 2023
NI No. 2023-003

**SCHEDULE OF ONLINE BEHAVIORAL EVENT INTERVIEWING (BEI)
AND WRITTEN EXAMINATION OF APPLICANTS FOR**

ADMINISTRATIVE ASSISTANT III

To: Public Schools District Supervisors/ Principals In-Charge
Secondary School Administrators
Elementary School Administrators
All Others Concerned
This Division

1. The field is hereby informed of the schedule for Online Behavioral Event Interviewing (BEI) and Written Examination for the above-mentioned position:

Online Behavioral Event Interviewing Schedule

Position	Date	Time	Venue
Administrative Assistant III (Elementary and Secondary Cluster of Schools)			
Administrative Assistant III (Administrative/Personnel Section)	February 17, 2023 (Friday)	8:00 a.m.	Microsoft Teams (Online Platform)
Administrative Assistant III (Budget Section)			

SDOSC-OSDS-HRMPSB-NIN-v2.0r0.1, effective 10/05/2020



Address: Alunan Avenue, Koronadal City, South Cotabato
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Administrative Assistant III (Accounting Section)	February 17, 2023 (Friday)	1:00 p.m.	Microsoft Teams (Online Platform)
Administrative Assistant III (Tantangan NHS)			
Administrative Assistant III (Lake Sebu NHS)	February 17, 2023 (Friday)	2:00 p.m.	Microsoft Teams (Online Platform)
Administrative Assistant III (Polonuling NHS)	February 17, 2023 (Friday)	3:00 p.m.	Microsoft Teams (Online Platform)

Online Written Examination Schedule

Position	Date	Time	Venue
Administrative Assistant III	February 20, 2023 (Monday)	10:00 a.m.	Microsoft Teams (Online Platform)

- Applicants of the above-mentioned position shall log-in at Microsoft Teams Platform on February 17, 2023, 8:00 a.m. for the conduct of Behavioral Event Interviewing and Written Examination.
- All applicants and personnel involved in this activity are directed to observe Health precautionary measures, such as wearing of face mask, use of hand sanitizer, proper social distancing, and other applicable COVID-19 protocols.

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4. Enclosed are the selection line up for the said position.
5. Immediate and wide dissemination of this Notice is desired.


RUTH L. ESTACIO PhD, CESO VI
Schools Division Superintendent

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SELECTION LINE UP (SHORTLISTED)
POSITION: ADMINISTRATIVE ASSISTANT III - ELEMENTARY AND SECONDARY
CLUSTER OF SCHOOLS
February 7, 2023

	Name
1	ABING, KATHRYNE GRACE O.
2	ACOSTA, FLORA MAE B.
3	ALMODIA, JADE B.
4	ANGOT, NOVA GERLEY G.
5	AQUILINO, GRACE
6	BALANGA-AN, JENNY L.
7	BANADOS, ARCHIE Y.
8	BARTOLO, DAIZY MAE S.
9	BASA, SUNSHINE P.
10	BONCALES, PRINCESS JOY B.
11	CUSTODIO, RICARDO O.
12	DEMON, EMELYN L.
13	DESPOGADO, CHERRY D.
14	DIAZ, ANGELINA C.
15	DIAZ, MARIBEL M.
16	ELAM, EMIR AL-MUNTAZAR A.
17	ELEGEDO, ZYVELLE GRACE L.
18	FADO, DEO JAY A.
19	FELICERTA, DIEZERELLE KHAIN F.
20	FERNANDEZ, IVY JOY L.
21	GALAY, JENELYN P.
22	GARCIA, REYMARK JAYSON B.
23	GIERZA, JECZAR B.
24	GULAY, JAINY JEAN N.
25	LAPIDO, LACHMI C.
26	LAUREA, AIZA V.
27	LAZARTE, ANALYN D.
28	LOCSIN, SHAIRA D.
29	MAGALLANES, LYCELLE L.
30	MAGLANTAY, KIMBERLY T.
31	MAGTANUM, EMMANUEL F.
32	MANA, ANN-J-LHOU JOY P.
33	MANDAL, RAZZIA PEARL CATE B.
34	MIRAN, CHRISTNIEL JADE N.

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35	MOLINA, SHIELA MAE E.
36	MONDARES, DIVINE ROSE N.
37	NERI, ROSEMIN P.
38	NOGALO, RONALD B.
39	ORTIZ, MILDRED B.
40	PANIZA, JULIFER D.
41	PRUDENTE, RIANNE L.
42	QUILLA, MAIDEN R.
43	QUINTO, CHONA A.
44	RECTO, MARY GRACE A.
45	SANTOLAJA, MEA D.
46	SOBREPEÑA, MYLEN C.
47	TABORA, GAY CARLA JEAN B.
48	TALA-OC, PAULENE P.
49	UMIPIG, ROLDAN P.
50	YAMA, WENCY ROSE C.

Prepared by:


ARLENE L. ALBUNA
Administrative Officer IV (Personnel)

Noted by:


JASMIN P. ISLA
Assistant Schools Division Superintendent
HRMPSB Chairman

Approved by:


RUTH L. ESTACIO PhD, CESO VI
Schools Division Superintendent

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SELECTION LINE UP (SHORTLISTED)
POSITION: ADMINISTRATIVE ASSISTANT III – PERSONNEL/ ADMINISTRATIVE SECTION
February 7, 2023

	Name
1	ALMODIA, JADE B.
2	ANGAS, BAI HAMIA M.
3	ANGOT, NOVA GERLEY G.
4	AQUINO, JENNY B.
5	BONCALES, PRINCESS JOY B.
6	CAGUNAN, JAKE ANTHONY E.
7	DEGRACIA, LEANDRE MARC M.
8	EDO, MARY AYEGAMI G.
9	ELAM, EMIR AL-MUNTAZAR A.
10	FERNANDEZ, KARL PAOLO D.
11	IBAÑEZ, JOY T.
12	JACOBÉ, MARY ANN J.
13	LORENZO, QUEENIE D.
14	MIRAN, CHRISTNIEL JADE N.
15	NAVOS, REYLEN P.
16	ORTIZ, MILDRED B.
17	PALMES, RIZVALE AN D.
18	PERBILLO, MARY ANNE M.
19	RECTO, MARY GRACE A.
20	SUÑIGA, JENNIFER J.
21	VILLARUEL, HANELYN S.

Prepared by:

ARLENE L. ALBUNA
Administrative Officer IV (Personnel)

Noted by:

JASMIN P. ISLA
Assistant Schools Division Superintendent
HRMPSB Chairman

Approved by:

RUTH L. ESTACIO PhD, CESO VI
Schools Division Superintendent

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SELECTION LINE UP (SHORTLISTED)
POSITION: ADMINISTRATIVE ASSISTANT III – BUDGET SECTION
February 7, 2023

	Name
1	ABING, KATHRYNE GRACE O.
2	ALMODIA, JADE B.
3	ARTUS, ANTHONY JEAN B.
4	BAÑADOS, ARCHIE Y.
5	BONCALES, PRINCESS JOY B.
6	CAGUNAN, JAKE ANTHONY E.
7	CRISTOBAL, KRISHA S.
8	DAMGO, ELLA MAE M.
9	DEMON, EMELYN L.
10	EDO, MARY AYEGAMI G.
11	MORALES, MEKYLLA NICOLE P.
12	RECTO, MARY GRACE A.
13	SIOCO, RAFFLIEN ROSE G.
14	SUÑIGA, JENNIFER J.

Prepared by:

ARLENE L. ALBUNA
Administrative Officer IV (Personnel)

Noted by:

JASMIN P. ISLA
Assistant Schools Division Superintendent
HRMPSB Chairman

Approved by:

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Schools Division Superintendent

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SELECTION LINE UP (SHORTLISTED)
POSITION: ADMINISTRATIVE ASSISTANT III – ACCOUNTING SECTION
February 7, 2023

	Name
1	ALMODIA, JADE B.
2	AMORGANDA, PRINCESS S.
3	BALEÑA, KRISSEL C.
4	BALISALISA, REX M.
5	COSIO, VANESSA S.
6	DEMON, EMELYN L.
7	DIAMANTE, LYRA E.
8	DIAZ, ANGELINA C.
9	DIPUS, ROWENA D.
10	EDO, MARY AYEGAMI G.
11	EROJO, KRIS N.
12	ESMILLA, FLUERENZ JULIUS
13	FAJARDO, DHOLLY CLEAR V.
14	GALANO, CHARLENE G.
15	ILDEFONSO, XAVIERY A.
16	JORDAN, JUDY ROSE B.
17	MOLINA, SHIELA MAE E.
18	PADOL, GLYNA A.
19	PRINCIPE, BABY JEAN C.
20	QUILLA, MAIDEN R.
21	SANTOLAJA, MEA D.
22	SIOCO, RAFFLIEN ROSE G.
23	SOMBREA, RICHELLE V.
24	SUMANDAR, HAMIDA C.
25	UMIPIG, ROLDAN P.

Prepared by:

ARLENE L. ALBUNA

Administrative Officer IV (Personnel)

Noted by:

JASMIN P. ISLAAssistant Schools Division Superintendent
HRMPSB Chairman

Approved by:

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Schools Division Superintendent

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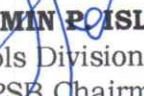
SELECTION LINE UP (SHORTLISTED)
POSITION: ADMINISTRATIVE ASSISTANT III -TANTANGAN NHS
February 7, 2023

	Name
1	CARISMA, LOIDA E.
2	EDO, MARY AYEGAMI G.
3	ILDEFONSO, XAVIER Y.
4	LAMPUTI, SHANIE Y.
5	LAUREA, AIZA V.
6	ORTIZ, MILDRED B.
7	QUILLA, MAIDEN R.
8	RAMA, MARK ANTHONY L.
9	SANTOLAJA, MEA D.
10	UMIPIG, ROLDAN P.

Prepared by:


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Administrative Officer IV (Personnel)

Noted by:


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Assistant Schools Division Superintendent
HRMPSB Chairman

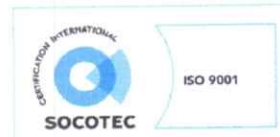
Approved by:


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SELECTION LINE UP (SHORTLISTED)
POSITION: ADMINISTRATIVE ASSISTANT III – LAKE SEBU NHS
February 7, 2023

	Name
1	ANTIQUENA, MEE ANN C.
2	BAÑADOS, ARCHIE Y.
3	CABRADILLA, HELARGRACE MAE M.
4	LAUREA, AIZA V.
5	SUBIERA, ANGELINE F.

Prepared by:

ARLENE L. ALBUNA
Administrative Officer IV (Personnel)

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SELECTION LINE UP (SHORTLISTED)
POSITION: ADMINISTRATIVE ASSISTANT III - POLONULING NHS
February 7, 2023

	Name
1	ABORDO, MARVE V.
2	DELA CRUZ, ANJILY E.
3	EDO, MARY AYEGAMI G.
4	GALANO, CHARLENE G.
5	SOBREPEÑA, MYLEN C.

Prepared by:

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