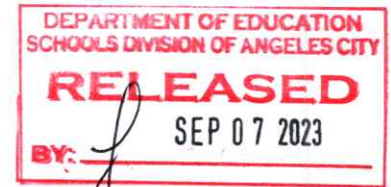




Republic of the Philippines  
**Department of Education**  
Region III  
Schools Division of Angeles City



07 SEP 2023

**DIVISION MEMORANDUM**

No. 324, s. 2023

**SCHEDULE OF THE OPEN RANKING AND DELIBERATION OF APPLICANTS  
FOR ADMINISTRATIVE ASSISTANT III AND ADMINISTRATIVE ASSISTANT II**

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads/OICs

1. This is to announce the schedule of Open Ranking and Deliberation for the following Position:

ITEM	STATION OF ASSIGNMENT	DATE	TIME	MODALITY
Administrative Assistant III	Malabantias Integrated School /Personnel unit	September 08, 2023	7:30am	L&D
Administrative Assistant II	Rafael L. Lazatin Memorial HS	September 08, 2023	7:30am	L&D

2. The composition of the PSB is as follows:

**For: Administrative Assistant III and Administrative Assistant II**

**Chairman:** Fernandina P. Otchengco PhD, CESE  
Assist. Schools Division Superintendent

**Members:** Edgar L. Manabat PhD-SGOD Chief  
Maria Cristina S. Sarmiento-Administrative Officer V  
Caroline L. Montes-Administrative Officer IV  
Dr. Ramil M. Policarpio - Vice President, National Employee's Union

**Secretariat:** Delma Christle C. David-Administrative Officer II  
Rosalie G. Chin-Administrative Assistant III  
Gesille R. Sampang-Administrative Aide VI





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Aina M. Laguindab–Administrative Aide VI

3. Please bring your original pertinent documents for reference during the Open Ranking evaluation.
4. All members of the Personnel Selection Board are enjoined to participate in the said activity.
5. All expenses to be incurred in the conduct of the activity may be charged to Division MOOE subject to the usual accounting and auditing procedures.
6. Immediate and wide dissemination of this Memorandum is desired.

  
**RONALDO A. POZON PhD, CESO V**  
Schools Division Superintendent 

Encl.: As stated

Reference: DepED Order: (No. 007, s.2023)

To be indicated in the Perpetual Index under the following subjects:

APPOINTMENT, EMPLOYMENT  
EMPLOYEES  
OFFICIALS  
POLICY  
PROMOTION  
QUALIFICATION

GS/ASDS/SEPTEMBER 07, 2023



Republic of the Philippines  
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ANNEX A. LIST OF APPLICANTS

<b>Administrative Assistant III</b>	
1	CANLAS, JANELLE M.
2	CUNANAN, BERLEEROSE D.
3	DELA BUENA, RYAN O.
4	MADULID, ELAINE L.
5	RUIZ, JANET N.
6	SALUNGA, PRECIOUS MAE R.
7	VIRAY, DAVEY HAROLD E.

<b>Administrative Assistant II</b>	
1	CUNANAN, BERLEEROSE D.