



Republika ng Pilipinas  
**Kagawaran ng Edukasyon**

REHIYON V - BICOL  
**TANGGAPANG PANSANGAY NG CATANDUANES**

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

**NOTICE OF MEETING**

**TO:** MARY JEAN S. ROMERO- Chief Education Supervisor, SGOD  
JEZRAHEL T. OMADTO- Education Program Supervisor  
MARICHELLE B. LLAVE – Administrative Officer IV  
ROMA ANGELEE A. SOLEYBAR – Administrative Officer II  
EVA S. TOLENTINO- Administrative Officer V  
VIRGILIO J. MOLINA JR- Administrative Assistant III  
MARISOL T. LIM – Public Schools District Supervisor  
CAROL P. GIL- Senior Education Program Supervisor  
CHERIE V. PEREZ – Administrative Officer IV  
RUTH B. SORRERA – Public Schools District Supervisor  
RONALD R. REFRE- School Principal II, PSAT  
MAYBELLE C. RUBIO- School Principal II  
ELIAS ABUNDO, Public Schools District Supervisor  
AMELIA E. CABRERA - Education Program Supervisor  
JAYSON M. FOLRANZA – Education Program Supervisor  
LIZA R. BERNARDO – Administrative Officer V

MELODY R. TALLER – Secretariat  
AL FRANCIS B. MENDEZ – Secretariat  
MARIA GIENINE R. TAPERLA- Secretariat  
CRISTY ANN F. CARDINO- Secretariat  
JEAN FLOR Q. CESTINA- Administrative Officer II  
JESSICA T. CONDENO- Administrative Officer II  
LYN ANTONETH C. TEDERA- Administrative Officer II

**RE: SCHEDULE OF OPEN ASSESSMENT FOR ADMINISTRATIVE OFFICER I (PSAT),  
ADMINISTRATIVE ASSISTANT III (OSDS-PERSONNEL) AND ADMINISTRATIVE  
ASSISTANT II (SENIOR HIGH SCHOOL) APPLICANTS**

**DATE:** January 15, 2025

1. Relative to Division Memorandum No. 513 s. 2024 re: Acceptance of Application and Assessment for Non-Teaching Positions, please be advised that the schedule of Document Evaluation and Interview for Administrative Officer I (PSAT), Administrative Assistant III (OSDS-Personnel) and Administrative Assistant II (Senior High School) on **January 16, 2025 8:00AM to 5:00PM** at **SDO Terrace**.
2. HRMPSB Member shall report to SDO Hall A at 9:00AM to 5:00 P.M. for assessment activity.
3. All other provisions in the said Division Memorandum still apply.
4. For information and guidance.

**DELFIN A. BONDAD**  
OIC, Assistant Schools Division Superintendent  
HRMPSB Chairperson

Noted:

**CECILE C. FERRO CESO VI**  
Assistant Schools Division Superintendent  
OIC, Office of the Schools Division Superintendent



San Roque, Virac, Catanduanes  
052-8114063  
catanduanes@deped.gov.ph  
www.depedrocatanduanes.com / www.catanduanes.deped.gov.ph