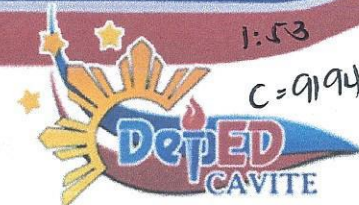




Republic of the Philippines
Department of Education
Region IV-A (CALABARZON)
Division of Cavite
Trece Martires City, Cavite




May 9, 2018

DIVISION MEMORANDUM
NO. 134, s. 2018

**OPEN RANKING, INTERVIEW AND ON-THE-JOB ASSESSMENT (OTJ)
OF APPLICANTS FOR THE POSITIONS OF
ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)
AND ADMINISTRATIVE ASSISTANT II (DISBURSING)**

To: OIC, Asst. Schools Division Superintendent
OIC, Office of the Asst. Schools Division Superintendent
Chief, Curriculum Implementation Division
OIC, Chief – SGOD
Education Program Supervisors
Public Schools District Supervisors
PSB – Chairman & Members
All Concerned

1. In relevant to the filling of positions for Administrative Assistant III (Senior Bookkeeper) and Administrative Assistant II (Disbursing), this Office will conduct open ranking, interview and On-the-Job Assessment (OTJ).
2. The schedule will be on **May 11, 2018 (Friday), 8:30 AM** at Silid Ugnayan, Division Office Compound, Trece Martires City, Cavite.
3. Applicants are listed in Enclosure 1.
4. All applicants should bring the hard copy of their documents during open ranking and interview for validation.
5. Immediate dissemination of this memorandum is highly desired.


CHERRYLOU D. DE MESA
Schools Division Superintendent



Republic of the Philippines

Department of Education

Region IV-A (CALABARZON)

Division of Cavite

Trece Martires City, Cavite



Enclosure 1.

Administrative Assistant III (Senior Bookkeeper)

1	ARBY ALCUIZAR
2	ALYSSA JEAN S. MOYA
3	MARK KENNETH H. BAUTISTA
4	ANNA DOMINIQUE S. COTONER
5	STELLA MARIZ C. ANUDON
6	AISA A. MANZO
7	FARLEENE B. LEGASPI
8	LORIELY A. CEA
9	JULIE ANN C. TAN
10	CLARINDA D. CARANDANG
11	LOUISE RANDOLPH ERASMO
12	KATHLEEN ANN E. CALAMASA
13	MARCHEL L. LATUGA
14	MARY GODWIN P. OLIDO
15	JIMARI T. NAVARRO

Administrative Assistant II (Disbursing)

1	CARLO P. VITOBINA
2	PRINCES D. CRUCENA
3	NOLITA A. MADRONA
4	CHRISTINA A. RODRIGUEZ
5	JERWIN BAURILE
6	MA. GWENDOLYN L. JANOHAN
7	DANICA ARRIANNE F. ESTACO
8	DENISE F. VILLAJUAN
9	KIM LOURAINNE BAGSIC



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