



Republic of the Philippines  
Department of Education  
Region XVIII, Negros Island Region  
**DIVISION OF NEGROS ORIENTAL**  
*Dumaguete City*



July 31, 2017

**DIVISION MEMORANDUM**

No. 396, s. 2017

**SCHEDULE FOR VALIDATION OF DOCUMENTS AND INTERVIEW OF APPLICANTS FOR THE POSITION OF ADMINISTRATIVE ASSISTANT III**

TO : Assistant Schools Division Superintendent  
Chiefs, Education Supervisors  
Education Program Supervisors/Coordinators  
Public Schools District Supervisors/District -In-Charge

1. All applicants for the position of **Administrative Assistant III (Senior Bookkeeper)** are hereby informed of the following schedule for validation of the required documents and interviews to be held at the **Division Office Conference Room to start at 9:00 a.m.:**

Position

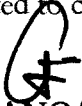
Schedule

- Administrative Asst. III (Sr. Bkkpr.) - August 8-11 2017  
(Please see attached names of applicants)

2. They are also required to bring with them the **original copies** of the following documents:

- Certificate of Eligibility/Report of Rating
- Certificate of Outstanding/Meritorious Accomplishments
- Certificate of Trainings/Seminars/Scholarship Grant Attended
- Official Transcript of Records
- Performance Rating (*for the last 3 rating period*)
- Service Record/Certificate of Employment

3. It is desired that this Memorandum be disseminated to concerned applicants.

  
**SALUSTIANO T. JIMENEZ, CESO VI**  
OIC – Office of the Assistant Regional Director &  
Concurrent OIC – Office of the Schools Division Supt.

Incl.: As stated.

STJ/lpsar.

31 JUL 2017

**APPLICANTS FOR ADMINISTRATIVE  
ASSISTANT III (Senior Bookkeeper)**

**Schedule : August 8, 2017**

<b>NO.</b>	<b>NAME OF APPLICANTS</b>	<b>ADDRESS</b>
1	<b>Acson, Joanna T.</b>	Cancawas, San Jose, Neg. Or.
2	<b>Alaban, Marife T.</b>	Lipayo, Dauin, Neg. Or.
3	<b>Alama, Danilo H.</b>	Aguinaldo St. Brgy. 2, Bais City, Neg. Or.
4	<b>Alanano, Perla T.</b>	Biak na Bato, Pob., Dauin, Neg. Or.
5	<b>Alojado, Somaira Z.</b>	Tanjay City, Neg. Or.
6	<b>Amamag, Eduard A.</b>	Pangalaycayan, Bindoy, Neg. Or.
7	<b>Amor, Andrie P.</b>	Silveria Dr., Brgy. Bantayan, Dgte. City
8	<b>Amores, Genevieve B.</b>	Arellano St., Pob., Zamboanguita, Neg. Or.
9	<b>Anfone, Rosalinda B.</b>	Pencil Looc, Sibulan, Neg. Or.
10	<b>Arani, Muhammad Nassif D.</b>	Kapitana Tiray St. Pob., Ayungon, Neg. Or.
11	<b>Ardenia, Merle F.</b>	Bliss, Pob., Bindoy, Neg. Or.
12	<b>Babasa, Farrah P.</b>	Lower Camanjac, Dgte. City, Neg. Or.
13	<b>Bacang, Karen Ivy C.</b>	Tupas, Manjuyod, Neg. Or.
14	<b>Badon, Marx Lee T.</b>	Brgy. 2 Siaton, Neg. Or.
15	<b>Bailado, Francis James T.</b>	Pob., Bindoy, Neg. Or.
16	<b>Balansag, Jean Mae K.</b>	Sundo-an, Manjuyod, Neg. Or.
17	<b>Balderas, Rushelle Dawn A.</b>	Lup-ac, San Jose, Manjuyod, Neg. Or.
18	<b>Balneg, Klint S.</b>	Purok 7, Masaplod Norte Dauin, Neg. Or.
19	<b>Banluta, Zennia Zon T.</b>	Siaton, Neg. Or.
20	<b>Barte, Divina G.</b>	Daro, Dgte. City, Neg. Or.
21	<b>Beloira, Yolanda S.</b>	Brgy. Cambuilao, Bais City
22	<b>Boco, Noeme J</b>	Northville Subdivision, Boloc-Boloc, Sibulan, Neg. Or.
23	<b>Bucita, Rustico, Jr.</b>	Pob., Sta. Catalina, Neg. Or.
24	<b>Bueta, Lilanie L.</b>	Okiot, Bais City, Neg. Or.
25	<b>Buganas, Ria M.</b>	New Namangka, Mabinay, Neg. Or.
26	<b>Cabano, Marnie S.</b>	15 Bliss, Talay, Dgte. City, Neg. Or.
27	<b>Cabual, Dan Josyl F.</b>	Samac, Mabinay Neg. Or.
28	<b>Caday, Kenneth D.</b>	
29	<b>Cadinas, Roy M.</b>	346 Lindbergh Dr., Tanjay City, Neg. Or.
30	<b>Cadivida, Jiosel D.</b>	Sta. Catalina, Neg. Or.

**APPLICANTS FOR ADMINISTRATIVE  
ASSISTANT III (Senior Bookkeeper)**

**Schedule : August 9, 2017**

<b>NO.</b>	<b>NAME OF APPLICANTS</b>	<b>ADDRESS</b>
1	<b>Camacho, Christin F.</b>	Purok Gabi, Banilad Dgte. City, Neg. Or.
2	<b>Catan, Lady January J.</b>	Blk. 11 Lot 2, Northville Subd., Boloc-boloc, Sibulan, Neg. Or.
3	<b>Catubay, Maria Suzette N.</b>	Blk. 1 Lot 20 Villarosa Homes, Maslog, Sibulan, Neg. Or.
4	<b>Culajara, Kristen G.</b>	Motorpol Rd., Talay, Dgte. City, Neg. Or.
5	<b>Dael, Jose Valentino Z.</b>	Brgy. 2, Progreso St. Tanjay City, Neg. Or.
6	<b>De Asis, Marivic S.</b>	Tamisú, Bais City, Neg. Or.
7	<b>Deguit, Joni Mae A.</b>	Palaslan, Tayasan, Neg. Or.
8	<b>Devero, Jinky A.</b>	Blk. 12 Lot 30 Aldea Homes, Cangmating Sibulan
9	<b>Dy, Herilyn A.</b>	Pob. Bindoy, Neg. Or.
10	<b>Elesterio, Armila G.</b>	
11	<b>Elmido, Sherry Mae P.</b>	Mag-abo, Zamboanguita, Neg. Or.
12	<b>Espiritu, Penny Marie P.</b>	Manjuyod, Neg. Or.
13	<b>Estomante, Jonalyn G.</b>	
14	<b>Eumague, Modesta B.</b>	Purok 5 A Calinacion St. Campaclan, Sibulan, Neg. Or.
15	<b>Faburada, Honeylyn D.</b>	Sitio Looc, Tampocon 1, Ayungon, Neg. Or.
16	<b>Fernando, Jennifer D.</b>	Purok 3, Magatas, Sibulan, Neg. Or.
17	<b>Fontejon, Faith Y.</b>	Sto. Niño, San Jose, Neg. Or.
18	<b>Gadingan, Gay Oriel T.</b>	Brgy. 3, Siaton, Neg. Or.
19	<b>Gako, Dana Rhys V.</b>	J. G Gako St., Pob., Mabinay, Neg. Or.
20	<b>Gorecho, Jubby Lyn M.</b>	Abis, Mabinay, Neg. Or.
21	<b>Guarin, Hyacinth C.</b>	634 Campaclan Sibulan, Oriental Negros
22	<b>Guarin, Susan A.</b>	Purok Malinawon, Camanjac, Dgte. City
23	<b>Guia, Yvette Marie L.</b>	Pondol, Jugno, Amlan, Neg. Or.
24	<b>Gutib, Maria Glorieta F.</b>	Sacsac, Bacong, Neg. Or.
25	<b>Herrera, Clarise E.</b>	Balugo, Sibulan, Neg. Or.
26	<b>Herrera, Clarise E.</b>	Balugo, Sibulan, Neg. Or.
27	<b>Iligan, Irish Lou B.</b>	Diputado St. Pob., Sibulan Neg. Or.
28	<b>Iso, Karen F.</b>	
29	<b>Jainar, Nilo T.</b>	Brgy. Pinalubngan, Tayasan, Neg. Or.
30	<b>Jandog, Maryflor C.</b>	Camanjac, Dgte. Neg. Or.

**APPLICANTS FOR ADMINISTRATIVE  
ASSISTANT III (Senior Bookkeeper)**

**Schedule : August 10, 2017**

<b>NO.</b>	<b>NAME OF APPLICANT</b>	<b>ADDRESS</b>
1	<b>Kilat, Fe Rizalind S.</b>	Banilad, Dgte. City, Neg. Or.
2	<b>Larena, Riza G.</b>	EJ Blanco Ext., Upper Daro, Dgte. City
3	<b>Lopez, Alexander P.</b>	348 Mabini St. Brgy. Boyco Bayawan City,
4	<b>Luage, Maria Rowena S.</b>	Blk. 16 Lot 8, Fatima Village, San Carlos City, Neg. Occ.
5	<b>Luba, Jinky C.</b>	Mother Rita Homes III, Brgy. Lapaz, Bais City, Neg. Or.
6	<b>Manaban, Marianne Mae R.</b>	4602 Bunao Dgte. City, Neg. Or.
7	<b>Mangroban, Josephine Elvie R.</b>	Purok Lubi, Malaunay, Valencia, Neg. Or.
8	<b>Marabillo, John Idexrover P.</b>	Blk. 5 Lot 21 Estandia South, Maslog, Sibulan, Neg. Or.
9	<b>Melon, Juna Fe C.</b>	Purok Katubhan, Brgy. Bajumpandan, Dgte. City
10	<b>Mongcopa, Pia Mitchelle D.</b>	Juan Luna St., South Poblacion, Bacong, Neg. Or.
11	<b>Morano, Edgardo T.</b>	Tubtubon, Sibulan, Neg. Or.
12	<b>Palomar, Charity Faith V.</b>	Manjuyod, Neg. Or.
13	<b>Patron, Noreen B.</b>	
14	<b>Piñero, Sylvet D.</b>	032 McArthur St. Pob. Sib. Neg. Or.
15	<b>Pontiñela, Maricel P.</b>	L. Rovira Road, Bantayan, Dgte. Ciy
16	<b>Pricillas, Rachel E.</b>	Talay, Dgte. City. Neg.Or
17	<b>Prospero, Catalino P.</b>	Brgy. La Paz, Bais City, Neg. Or.
18	<b>Providencia, Manuel Lito C.</b>	Tagaytay, Bindoy, Neg. Or.
19	<b>Pua, Kathleen</b>	1482 Calindagan, Dgte. City, Neg. Or.
20	<b>Quibol, Maelen B.</b>	Masaplod Sur, Dauin, Neg. Or.
21	<b>Rendal, Regina Rose O.</b>	Jugno, Amlan, Neg. Or.
22	<b>Rivera, Alla R.</b>	North Pob., Valencia, Neg. Or.
23	<b>Romano, Jessel C.</b>	Aglipay St. Tupas, Manjuyod
24	<b>Rosales, Venancia S.</b>	Brgy. 3 Dike, Tamjay City, Neg. Or.
25	<b>Rubio, Criselda Mae B.</b>	Canday-ong, Calindagan, Dgte. City, Neg. Or.
26	<b>Saguban, Jeanette S.</b>	
27	<b>Salupan, Ivory C.</b>	Campaclan, Sibulan, Neg. Or.
28	<b>Saycon, Irene P.</b>	Colon Ext., Taclobo, Dgte. City, Neg. Or.
29	<b>Saycon, Vanessa T.</b>	Juan Luna St., Sta. Catalina Neg. Or.
30	<b>Suasin, Mae Ann A.</b>	0910530 Bagacay, Dgte. City, Neg. Or.

**APPLICANTS FOR ADMINISTRATIVE  
ASSISTANT III (Senior Bookkeeper)**

**Schedule : August 11, 2017**

<b>NO.</b>	<b>NAME OF APPLICANT</b>	<b>ADDRESS</b>
1	<b>Supat, Clifford C.</b>	Banilad, Dgte. City, Neg. Or.
2	<b>Tabal, Ella Flor V.</b>	Banilad, Bacong, Neg. Or.
3	<b>Tayko, Glaiza Marie Y.</b>	
4	<b>Tenador, Janirose T.</b>	Liptong, Valencia, Neg. Or.
5	<b>Teves, Niceth N.</b>	Maslog, Sibulan, Neg. Or.
6	<b>Timtim, Ronald G.</b>	
7	<b>Torejas, Vhon Mark E.</b>	Camudlas, Bindoy, Neg. Or.
8	<b>Tuangco, Honey Shane A.</b>	Bunga, Dauin, Neg. Or.
9	<b>Tuballa, Nicko P.</b>	Purok 6, L. Rovira Road Brgy. Bantayan Dgte. City
10	<b>Tubio, Art Vincent June A.</b>	Pangalaycayan, Bindoy, Neg. Or.
11	<b>Umbac, Leah F.</b>	1870 Bolocboloc 6201 Sibulan, Neg. Or.
12	<b>Usaraga, Rio Mary T.</b>	Canluto, Bindoy, Neg. Or.
13	<b>Valencia, Lizbeth R.</b>	1010 Mangnao, Dgte. City, Neg. Or.
14	<b>Valiente, Arlyn M.</b>	Pob. II, Siaton, Neg. Or.
15	<b>Vasquez, Deborah Y.</b>	Carlos Gamboa St. Brgy. Boyco, Bayawan City, Neg. Or.
16	<b>Velonta, Elimax A.</b>	Malaga, Bindoy, Neg. Or.
17	<b>Ventolero, Jennifer R.</b>	Alabata's Compound, Bangcolutan, Mayabon, Zamboanguita
18	<b>Ventula, Jurgen T.</b>	South Pob., Bacong, Neg. Or.
19	<b>Vergara, Delailah</b>	Linothangan, Canlaon City, Neg. Or
20	<b>Veriña, Jocelyn V.</b>	Habitat 1, Balugo, Dgte. City, Neg. Or.
21	<b>Villan, Jessica G.</b>	Litid, Manalongon, Sta. Catalina
22	<b>Villegas, Eva May C.</b>	Pulantubig, Dgte. City, Neg. Or
23	<b>Zabala, Zyrie Gade Paulene G.</b>	Pu-an, Vallehermoso, Neg. Or.
24	<b>Zambrano, Angelica G.</b>	Blk. 11 Lot 2, Estanzia South Subd., Maslog, Sibulan, Neg. Or.
25	<b>Tubat, Sophia A.</b>	Tunga-tunga, Dauin, Neg. Or.
26	<b>Morales, Nova O.</b>	East Balabag, Valencia, Neg. Or.
27	<b>Quinicot, Maria Theresa C.</b>	Balsa St., Brgy. 2, Siaton, Neg. Or.