



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  
AROLINE T. BORJA- Education Program Supervisor, SGOD  
MARICHELLE B. LLAVE – Administrative Officer IV  
ROMA ANGELEE A. SOLEYBAR – Administrative Officer II  
EVA S. TOLENTINO- Administrative Officer V  
CHERIE V. PEREZ – Administrative Officer IV  
VIRGILIO J. MOLINA JR- Administrative Assistant III  
ELVIS M. MENDADOR – Administrative Assistant III  
RAMON T. TEMPLONUEVO – School Principal II, Gigmoto RDHS  
JUAN S. TORREJA – School Principal II, San Miguel RDHS  
RONALD G. REFRE – School Principal II, Pandan SAT  
SONIA V. PRENSADER – School Principal III, Bato RDHS  
AMELIA R. EUSEBIO – School Principal IV, Catanduanes NHS  
DELFIN I. DE LEON – Public Schools District Supervisor, Supang Datag NHS  
LYRA C. TUSI – School Principal II, Baras RDHS  
ROMEL G. PETAJEN – Chief Education Supervisor, CID

MELODY R. TALLER – Secretariat  
AL FRANCIS B. MENDEZ – Secretariat  
MARIA GIENINE R. TAPERLA- Secretariat  
CRISTY ANN F. CARDINO- Secretariat  
MARY JOANNE I. AQUINO - Secretariat

**RE: SCHEDULE OF OPEN ASSESSMENT FOR ADMINISTRATIVE AIDE I (UTILITY WORKER I) (ELEMENTARY, GIGMOTO RDHS, SAN MIGUEL RDHS), SECURITY GUARD I (ELEMENTARY, GIGMOTO RDHS, PANDAN SAT), SECURITY GUARD II (BATO RDHS, CATANDUANE NHS), ADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER) (OSDS, SUPANG DATAG NHS), ADMINISTRATIVE ASSISTANT II (SENIOR HIGH SCHOOL), ADMINISTRATIVE ASSISTANT III (OSDS-PERSONNELSECTION), SENIOR BOOKKEEPER (BARAS RDHS), PROJECT DEVELOPMENT OFFICER I (SGOD), EDUCATION PROGRAM SPECIALIST II (CID-ALS), ACCOUNTANT I (CNHS) APPLICANTS**

**DATE:** February 24, 2025

1. Relative to Division Memorandum No. 101 s. 2025 re: Acceptance of Application and Assessment for Related Teaching and Non-Teaching Position, please be advised that the schedule of Document Evaluation and Interview is on **February 25, 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



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