



Republic of the Philippines  
**Department of Education**

REGION IX

SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

RECORDS SECTION
DepED, Division of Zambo. Norte
No: _____
Date: <u>14 JUN 2023</u>
RELEASED

Division Advisory No. 51, s. 2023  
June 14, 2023

In compliance with DepEd Order (DO) No. 8 s.2013  
This advisory is issued for the information of DepEd  
Division of Zamboanga del Norte officials,  
personnel/staff, as well as the concerned public  
[www.depedzn.net](http://www.depedzn.net)

**CONDUCT OF DOCUMENT VALIDATION, BEHAVIORAL EVENTS  
INTERVIEW (BEI), SKILLS TEST AND, WRITTEN EXAM FOR VACANT  
LEVEL 1 NONTEACHING POSITION AS STIPULATED IN DIVISION  
MEMORANDUM NO. 208 S.2023**

In accordance with the approved division memorandum, all concerned are hereby informed that the Division Human Resource Merit Promotion and Selection Board (HRMPSB) for level 1 positions shall conduct a face-to-face document validation, BEI, skills test and written exam to all qualified applicants for the vacant nonteaching positions on **June 15 -21 2023**.

The following enclosures contain the information and timeline of the above-mentioned activities:

- **Enclosure No. 1-Initial Evaluation Results**
- **Enclosure No. 2-Program of Activities**
- **Enclosure No.3-List of School Heads where the vacancy exists**
- **Enclosure No. 4- List of Sub-committee for BEI**

Immediate dissemination of this advisory is desired.

For any question or further clarification, you may call the Personnel Section thru:

- **Marylynne B. Bayron**  
Administrative Officer IV (HRMO II)  
SDO-Zamboanga del Norte  
Estaka, Dipolog City  
0910-866-0158

PS/sgbv/Advisory of the Conduct of BEI/  
002/June 14, 2023



Address: Capitol Drive, Estaka, Dipolog City 7100  
Email: [zn.division@deped.gov.ph](mailto:zn.division@deped.gov.ph)  
FB: DepEd Tayo- Schools Division of Zamboanga del Norte

Tel. No.: (065) 212- 5843  
Website: [www.depedzn.net](http://www.depedzn.net)

INITIAL EVALUATION RESULT (IER)

Position:  
Salary Grade and  
Monthly Salary:  
Qualification  
Standards:

Administrative Assistant I  
SG 7 Php 18,620

Education  
Completion of 2 years in  
College

Training  
None Required

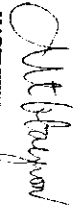
Experience  
None Required

Eligibility  
Level I/Sub-Prof

No.	DUAN	Address	Age	Sex	Cyrl Status	Education	Title	Hours	Details	Years	Eligibility	Remarks (Qualified or Disqualified)	BEI and CAV (Date/Venue/Time)	Skills Test and Written Exam (Venue/Date/Time)
1	7137	Motibor, Sindangan, ZN	29	Male	Single	BSIT	NCII - Drilling	118	IT Staff	3	LPT	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
2	4486	Carlos P. Garcia St., DC, ZN	34	Male	Single	BSC - MA	N/A	N/A	Office Staff	1 month	CSC Prof	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
3	7283	Skayab, DC, ZN	32	Female	Single	BSAT	NA	NA	ADA I	1	LPT	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
4	4405	Sindangan, ZN	24	Female	Married	BEED	None	None	Station Head	2	LET	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
5	5381	Sindangan, ZN	30	Male	Single	BSED	Multiple Trainings	24	Multiple Positions	5 yrs, 6 mos	LET	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
6	7192	Barra, Dipolog City	34	Male	Married	BSHRM	None	None	Admn. Specialist	6	FOE	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
7	7208	Sindangan, ZN	36	Female	Married	BSPA with PCC	Computer Systems Servicing	392	None		LET	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
8	7216	Sergio Osmeña, ZN	27	Female	Single	BEED	Not Relevant	None	Admn. Advc, etc	1 yr, 7 mos	LET	Qualified	6/16/2023, Friday Station 2-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
9	7194	Sindangan, ZN	31	Female	Married	BSPA	VAT Shinglified	8	Sales Supervisor, etc	3 yrs, 8 mos	LET	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM

10	7200	Dipolog City	26	Male	Single	BS Acc Tech, PEC	Note Submitted	None	Advisor II	2 yrs, 7 mos	LET	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
11	7173	Napo, Dapitan City	24	Female	Single	BSMA	Bookkeeping	292	Office Staff	4 mos	CSC Prof	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
12	7268	Polanco, ZN	30	Female	Married	BSA-T	Trainings more tha 5 yrs		Multiple Positions	8	CSC Prof	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
13	6308	Jose Dalman, ZN	34	Female	Single	BEED	Computer Systems Servicing	392	Medical Secretary	12 yrs, 2 mos	LET	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
14	7241	Polanco, ZN	40	Female	Married	IT 2 yr course	Trainings more tha 5 yrs		Multiple Positions	6 yrs & 9 mos	CSC Category 1	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
15	6394	Sindangan, ZN	29	Female	Single	BEED	Computer Systems Servicing, etc	392	Admin Staff, etc	2 yrs, 6 mos	LET	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
16	7245	Skayab, Dipolog City	33	Female	Married	BSBA/PEC	Bookkeeping	292	None	None	LET	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
17	4403	Sia Filomena, Dipolog City	26	Female	Single	BS Acc Tech	Human Resource Capacity Development Seminar 2018	not specified	Job Order	4.33	LET	Qualified	6/16/2023, Friday Station 3-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
18	7186	Bassong, Dipolog City	26	Female	Single	BEED	Digital Literacy Training	8	Not Relevant	0	LET	Qualified	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
19	6511	Sergio Osmena, ZN	28	Female	Single	BEED	Ten-day Training on the Use of ICT	80	No COE	0	LET	Qualified	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
20	5138	Mitbang, Sia Filomena, Dipolog City	33	Female	Single	BSBA	Trainings more tha 5 yrs		Station Officer	3 yrs & 2 mos	CSC Prof	Qualified	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
21	4378	Estaca, Dipolog City	34	Female	Married	BS-connct	International Leadership Training in the Digital Workplace, Enhancement on Bookkeeping	104	PBCOM Rural Bank	7.08	LET	Qualified	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
22	4531	Miputak, Dipolog City	32	Male	Single	BSBA	The Use of ICT in Facilitating Teaching Learning Process	80	Branch Manager	2 yrs & 3 mos	LET	Qualified	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
23	7091	Punta, Dipolog City	37	Female	Married	BSC	Multiple Trainings	56	Multiple Positions	15	LET	Qualified	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
24	7095	Estaca, Dipolog City	24	Female	Single	BSBA	Tax Updates & Tax Practice	70	No COE		CSC Prof	Qualified	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
25	7182	Dianyas, Dipolog City	31	Male	Single	BSBA	Multiple Trainings	56	Financial Specialist	7.85	CSC PROF	QUALIFIED	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM

26	4273	OLINGAN, DIPOLONG CITY	25	Female	Single	BS ACCOUNTING TECH	NC III - BOOKKEEPING, ac	340 hrs	TELLER	0.74	CSC PROF	QUALIFIED	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
27	5299	MANUKAN, ZN	26	FEMALE	SINGLE	BSED	N/A	N/A	JOB ORDER PLANNING SECTION	4.25	LET	QUALIFIED	6/16/2023, Friday Station 1-9:00Am-12:00NN	6/16/2023, Friday Polanco NHS 1:00-5:00PM
28	6999	Polb. Mutia, ZN	30	Female	Married	BEED	Earning Financial Literacy	8	None	None	LET	Qualified	Not Applicable, with multiple Application, Done on Day 1	Not Applicable, with multiple Application, Done on Day 1
29	3328	Pnan, ZN	33	Female	Single	MPM	Well-being Centre Leadership	24	AR Officer	5.22	LET	Qualified	Not Applicable, with multiple Application, Done on Day 1	Not Applicable, with multiple Application, Done on Day 1
30	7267	Polanco ZN	46	Female	Married	AB Mass Comm	Financial Mngt	40	Brky. Treasurer	4	Not Attached	Disqualified	Not Applicable	Not Applicable

Prepared by:  
  
MARYANNE B. BAYRON  
HRMO/AO IV

INITIAL EVALUATION RESULT (IER)  
Batch 1 of 2 for ADA VI

sition:  
Salary Grade  
and Monthly  
ion Standards:

Administrative Aide VI  
SO 6 Pbp 17,553


Education: Completion of 2 years in College  
Training: None Required  
Experience: None Required  
Eligibility: Level I/Sub-Prof

No.	DUA#	Personal Information			Training		Experience		Eligibility	Remarks (Qualified or Disqualified)	Schedule Batch 1 of ADA VI	
		Age	Sex	Civil Status	Contact No.	Education	Title	Hours	Details	Years	BRI and CAV (Date/Venue/Time)	Skills Test and Written Exam (Venue/Date/Time)
1	7277	29	Female	Single	0997 521 1843	BSED	None	0	Virtual Assistant	7 months	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
2	7265	25	Male	Single	0967-349-5114	MPA 24 units	Auddeen	4	Account Liquidation Assistant	6 months	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
3	7244	31	Female	Single	0945-388-6482	MAEdM 9 units	NCIT - Contact Center Services	144	Medical Secretary	2	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
4	7242	36	Female	Single	0950-526-4938	BEED	None	0	CSR	1	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
5	98	29	Male	Single	0912 291-6223	BEED	Internal Training	67	GIS	6 months	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
6	7225	33	Female	Single	0909-728-0456	BEED	None	0	CSR	1	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
7	4486	34	Male	Single	0958-571-5600	BSC - MA	N/A	N/A	Office Staff	1 month	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
8	4435	26	Male	Single	0956-928-8472	BEED	NA	NA	Legal and Admin Staff	5	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
9	1205	37	Female	Married	0907-175-7508	MA 18 units	GAD 101	8	Laborer	2	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
10	1367	42	Male	Married	9560864471	MBA Grad	Multiple Trainings	392	Multiple Positions	18 yrs. 4 mos	6/16/2023, Friday Station 1-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
11	6983	24	Female	Married	9504987630	BSED	Basic Computer Literacy	144	Not Relevant		6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
12	6772	24	Female	Single	9453409755	BSED	Training on Handbook on the Financial Transactions of the SK, etc.	70	Not Relevant	None	6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
13	7213	27	Male	Single	09106317968	BSAct	Multiple Trainings	24	Multiple Positions	12 & 8 mos	6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
14	7232	30	Female	Single	9092166020	BEED	More than 5 years	None	None		6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
15	7203	27	Female	Single	9163531364	BEED with 9 units MA	Graphics Design	6	Engy Secretary	3 yrs. 11 mos	6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
16	7206	25	Female	Single	09355883035	BEED	Competency Based Training	80	Multiple Positions	2 yrs & 5 mos	6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
17	811	28	Male	Single	9358781073	BEED	Contact Center Services NC II	144	Job Order	4 yrs. 10 mos	6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
18	3614	26	Male	Single	9300228966	BSAccTech, 18 MA	PhilSys Reg	32	PhilSys Operator	1 yr. 4 mos	6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN
19	2029	32	Female	Married	09184605160	BSHRM w/ Educ units	Maximizing Social Media Use, Designing Engaging Content & Structuring Media Relations	8	Office Aide	3 mos	6/16/2023, Friday Station 2-1:00-5:00PM	6/16/2023, Friday Palanco NHS 9:00-12:00NN

20	8955	27	Female	Single	BSHRM	Multiple Trainings	104	Multiple Positions	3 yrs & 9 mos.	LET	Qualified	6/16/2023,Friday Station 2-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
21	7218	24	Female	Single	BEED	None		Not Relevant		LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
22	4590	47	Female	Single	BSBA	More than 5 years	None	Customer Service, etc	15 yrs, 9 mos	LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
23	4502	36	Female	Single	BEED	Not Relevant	None	Job Order	3 yrs, 8 mos	LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
24	7270	25	Female	Single	BSChm	None Submitted	None	Census	15 days	PRC-Chm	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
25	6999	30	Female	Married	BEED	Ensuring Financial Literacy	8	None	None	LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
26	4226	30	Female	Married	BEED	Visual Graphic Design, NC II	501	Not Relevant		LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
27	4554	31	Female	Married	BEED	Well-being Center Leadership	24	Bookkeeper	7/23	CSC Prof	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
28	203	26	Male	Single	MAEM	NC II-CSS	0	Not Relevant	0	LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
29	3798	26	Female	Single	MAED	NC III - Bookkeeping	0	ADA I	2/4	LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
30	6081	29	Female	Married	BEED	Contact Center Services	144	Bakery Staff	2/12	LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
31	4920	34	Female	Married	BSAcctTch, PRC	Administrative Officer Upselling and Management Training, etc.	52	HR Office Associate	15 yrs, 2 mos	LET	Qualified	6/16/2023,Friday Station 3-1:00-5:00PM	6/16/2023,Friday Polanco NHS 9:00-12:00NN
32	4363	30	Male	Single	HSCF	Customer Service Excellence Seminar	4	Drug and Loan Support Ass	3	CSC Prof	Qualified	Not Applicable,Done on Day 1	Not Applicable,Done on Day 1
33	7114	34	Female	Single	BSCPPL, PRC	Creating a Class Website	8	Acting Clerk	9 yrs, 1 mo	LET	Qualified	Not Applicable,Done on Day 1	Not Applicable,Done on Day 1
34	7190	33	Male	Married	BSBA w/ Educ. Units	Multiple Trainings	8	redif/Collection Representative	5	LET	Qualified	Not Applicable,Done on Day 1	Not Applicable,Done on Day 1
35	7166	32	Male	Married	BSBA	Training/Seminar of All Union & Payroll Staff	8	Multiple Positions	6 yrs & 9 mos.	CSC Prof	Qualified	Not Applicable,Done on Day 1	Not Applicable,Done on Day 1
36	7197	29	Male	Single	BSIT	NCII - Driving	118	IT Staff	3	LPT	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
37	7283	32	Female	Single	BSAT	NA	NA	ADA I	1	LPT	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
38	4405	24	Female	Married	BEED	None	None	Station Head	2	LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
39	7208	36	Female	Married	BSBA with PRC	Computer Systems Servicing	392	None		LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
40	7216	27	Female	Single	BEED	Not Relevant	None	Admin Aide, etc	1 yr, 7 mos	LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
41	7200	26	Male	Single	BS Acct Tech, PRC	None Submitted	None	Advisor II	2 yrs, 7 mos	LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
42	7173	24	Female	Single	BSMA	Bookkeeping	292	Office Staff	4 mos	CSC Prof	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
43	6808	34	Female	Single	BEED	Computer Systems Servicing	392	Medical Secretary	12 yrs, 2 mos	LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
44	7245	33	Female	Married	BSBA/PRC	Bookkeeping	292	None	None	LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
45	3328	33	Female	Single	MPM	Well-being Center Leadership	24	AR Officer	5/22	LET	Qualified	Not Applicable,Done on Day 1	Not Applicable,Done on Day 1
46	4403	26	Female	Single	BS Acct Tech	Human Resource Capacity Development Seminar 2018	or specific	Job Order	4/33	LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.
47	7186	26	Female	Single	BEED	Digital Literacy Training	8	Not Relevant	0	LET	Qualified	to Follow ADASI Schedule with multiple Application.	to Follow ADASI Schedule with multiple Application.

48	5138	33	Female	Single	Multiple Trainings	BSBA	Trainings more tha 5 yrs		Station Officer	3 yrs & 2 mos	CSC Prof	Qualified	to Follow ADASI Schedule with multiple Application,	to Follow ADASI Schedule with multiple Application,
49	4531	32	Male	Single	09197927945	BSBA	CT in Facilitating Teaching Lear	80	Branch Manager	2 yrs & 3 mos	LET	Qualified	to Follow ADASI Schedule with multiple Application,	to Follow ADASI Schedule with multiple Application,
50	7091	37	Female	Married	09468428095	BSC	Multiple Trainings	56	Multiple Positions	15	LET	Qualified	to Follow ADASI Schedule with multiple Application,	to Follow ADASI Schedule with multiple Application,
51	7267	46	Female	Married	0951-654-4109	AB Mass Comm	Financial Mgmt	40	Brgy. Treasurer	4	Not Attached	Disqualified	Not Applicable	Not Applicable
52	7201	29	Female	Single	0938-247-6341	None	None	0	Human Resource Assistant	1	CSC Prof	Disqualified	Not Applicable	Not Applicable

Prepared:

  
MARYLYNNE B. BAYRON  
HRMO/AO IV

INITIAL EVALUATION RESULT (IER)

BATCH 1

*\*Important Notice: Result for Batch 2 to 3 shall be posted on June 18, 2023*

Position: **Administrative Assistant III**

Salary Grade and Monthly Salary: **SG 9 Php 21,211.00**

**Qualification Standards:**

- Education

Completion of 2 years college studies
- Training

4 hours relevant training
- Experience

1 year relevant experience
- Eligibility

CS Sub Professional/ First Level Eligibility

No.	Application Code	Personal Information			Training		Experience		Eligibility	Remarks (Qualified or Disqualified)	Schedule	
		Age	Sex	Civil Status	Education	Title	Hours	Details	Years		BEI and CA (Date,Venue,Time)	Skills Test and Written Exam (Date,Venue,Time)
1	6034	41	Male	Married	MAED 18 units	Computer Systems Servicing NC II	280	Taytay sa Kauswagan P/R Savings Bank	7	Qualified	6/15/2023, Thursday Station 1- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
2	7274	34	Male	Single	BSSW	Project Development Workshop	40	Community Empowerment Facilitator	4	Qualified	6/15/2023, Thursday Station 1- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
3	4363	30	Male	Single	BSCE	Customer Service Excellence Seminar	4	Accounting and Loans Support Assistant	3	Qualified	6/15/2023, Thursday Station 1- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
4	4047	27	Female	Single	BSBA	Basic Computer Literacy	80		1	Qualified	6/15/2023, Thursday Station 1- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
5	7282	54	Male	Married	BSC	Capacity-Building on Diaped Manual Style & Upskilling of ICT Competency	32	ADAS II	27	Qualified	6/15/2023, Thursday Station 1- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM





Republic of the Philippines  
**Department of Education**  
REGION IX  
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE

6	3640	25	Female	Single	BSInt	NCII - Computer Systems Servicing	280	Bookkeeper	2	LPT	Qualified	6/15/2023, Thursday Station 1: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
7	7247	41	Female	Married	BSC/BSED	Bookkeeping	292	Payroll Supervisor	10	CSC Sub-Prof	Qualified	6/15/2023, Thursday Station 1: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
8	7140	26	Female	Single	BSAct	Int. Leadership Training in the Digital Workplace	24	Accounting Clerk	4	LPT	Qualified	6/15/2023, Thursday Station 1: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
9	7279	37	Female	Married	BSC	Int. Leadership Training in the Digital Workplace	24	Business Manager	4	CSC Prof	Qualified	6/15/2023, Thursday Station 1: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
10	4629	47	Female	Single	BSA	Bookkeeping	292	2	1	LPT	Qualified	6/15/2023, Thursday Station 1: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
11	4861	38	Male	Married	BSC	Use of ICT in Facilitating Teaching Learning Process for Teacher Applicants	80	Accounting Clerk/Loan Officer	13	LPT	Qualified	6/15/2023, Thursday Station 2: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
12	7249	26	Female	Single	BSA	Bookkeeping	292	Admin Aide	3	CSC Prof	Qualified	6/15/2023, Thursday Station 2: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
13	1985	27	Female	Married	BSBA	Trainers Methodology Certificate	208	Office Clerk	1	LPT/CSC Prof	Qualified	6/15/2023, Thursday Station 2: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
14	845	28	Female	Single	BSBA	Contact Center Services NC II	144	Data Encoder	8	LPT	Qualified	6/15/2023, Thursday Station 2: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
15	7187	32	Female	Married	BSIT	Personnel Records Administration	16	Encoder	6	CSC Prof	Qualified	6/15/2023, Thursday Station 2: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
16	7125	31	Female	Single	BSED with 9 units MPA	Multiple Trainings	372	Multiple Positions	8 yrs, 8 mos	LET	Qualified	6/15/2023, Thursday Station 2: 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM



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17	3750	38	Female	Married	MAGrad	Multiple Trainings	64	Multiple Positions	5	CSC Prof	Qualified	6/15/2023, Thursday Station 2- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
18	4405	24	Female	Married	BEED	None	None	Station Head	2	LET	Qualified	6/15/2023, Thursday Station 2- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
19	7127	28	Male	Single	BSBA	Bookkeeping	292	Account Officer	6	Brxy. Eligibility	Qualified	6/15/2023, Thursday Station 2- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
20	5381	30	Male	Single	BSED	Multiple Trainings	24	Multiple Positions	5 yrs, 6 mos	LET	Qualified	6/15/2023, Thursday Station 2- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
21	7093	41	Female	Married	BSBA	Multiple Trainings	24	Multiple Positions	6 yrs, 11 mos	BNS	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
22	6756	27	Male	Single	ESBA, 9 MA units	Multiple Trainings	149	Multiple Positions	4 yrs, 7 mos	LET	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
23	7264	25	Female	Single	BSACT	Bookkeeping	292	Financial Support Staff	3 yrs & 8 mos.	LET/CSC Prof	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
24	4268	31	Female	Married	BSHRM	Multiple Trainings	292	Multiple Positions	5 yrs, 11 mos	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
25	4324	29	Female	Single	BSBA, 18 MA units	Multiple Trainings	88	Multiple Postions	8 yrs, 4 mos	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
26	7222	37	Female	Single	BSAT	Multiple Trainings	47	Multiple Positions	12 yrs, 6 mos	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM



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27	1636	29	Female	Married	BSBA	Bookkeeping	292	Multiple Positions	3 yrs, 4 mos	LEFT	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
28	3983	28	Female	Married	BSBA	International Leadership Training in the Digital Era	24	Branch Cashier	6 yrs, 8 mos	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
29	4678	30	Female	Married	BSAccTec, PEC	International Leadership Training in the Digital Era	24	Multiple Positions	4 yrs, 9 mos	LEFT	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
30	7178	27	Female	Single	BSAccTec	Bookkeeping	292	Multiple Positions	3 yrs, 10 mos	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 9 :00 AM -12:00 NN	6/15/2023, Thursday Polanco NHS 1:00-5:00 PM
31	7114	34	Female	Single	BSCPE, PEC	Creating a Class Website	8	Acting Clerk	9 yrs, 1 mo	LEFT	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
32	7190	33	Male	Married	BSBA w/ Educ. Units	Multiple Trainings	8	Credit/Collection Representative	5	LEFT	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
33	4920	34	Female	Married	BSAccTech, PEC	Administrative Officer Upskilling and Management Training, etc	52	HR Office Associate	15 yrs, 2 mos	LEFT	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
34	6999	30	Female	Married	BEED	Ensuring Financial Literacy	8	None	None	LEFT	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
35	6394	29	Female	Single	BEED	Computer Systems Servicing, etc	392	Admin Staff, etc	2 yrs, 6 mos	LEFT	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN

36	7272	28	Female	Single	BSBA	New Banking System	8	Bank Teller, etc	5 yrs, 11 mos	LET	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM - 12:00 NN
37	4670	32	Male	Married	BSC	Multiple Trainings	249	Multiple Positions	5 yrs & 7 mos.	CSC Prof	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS - 9 :00 AM - 12:00 NN
38	7275	24	Female	Married	BSC	Multiple Trainings	1035	Telecom Specialist	6 yrs & 7 mos.	LET	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM - 12:00 NN
39	7223	29	Female	Single	BSBA	Multiple Trainings	48	Multiple Positions	7 yrs & 2 mos.	Brngy. Eligibility	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS - 9 :00 AM - 12:00 NN
40	7142	41	Male	Married	BAT	Multiple Trainings	39	Multiple Positions	13 yrs & 1 mo	LET	Qualified	6/15/2023, Thursday Station 1- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM - 12:00 NN
41	7166	32	Male	Married	ESBA	Training/Seminar of All Liason & Payroll Staff	8	Multiple Positions	6 yrs & 9 mos.	CSC Prof	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS - 9 :00 AM - 12:00 NN
42	4450	32	Female	Single	BSOM + 18 MA units	Public Admin. & Office Mngt. Skills International Training	24	Utility Worker II	4 yrs & 10 mos.	CSC Prof	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS - 9 :00 AM - 12:00 NN
43	7204	29	Female	Married	EBAd	5-Day Online Training for Pollution Control Officers	40	Multiple Positions	4	CSC Prof/LET	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS - 9 :00 AM - 12:00 NN
44	7112	32	Female	Married	BSC/BSED	Multiple Trainings	35	Branch Accountant	7 yrs & 7 mos	CSC Prof	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM - 12:00 NN
45	7252	26	Female	Single	BSA w/ PEC	None		Credit Control Officer I	3 yrs & 8 mos.	CSC Prof	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS - 9 :00 AM - 12:00 NN
46	6250	30	Male	Single	BSA	Training in the Use of ICT	80	Bookkeeping	292	LET	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM - 12:00 NN



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47	738	26	Female	Single	MAED-Grad	Computer Systems Servicing	392	Computer Technician 61	3 yr. & 6 mos	LET	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
48	5011	26	female	Single	BSAct	Bookkeeping	292	Financial Analyst & Accounting Assistant	3 yrs & 11 mos.	CSC Prof	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
49	7162	26	Male	Single	MBA-Grad	Bookkeeping	292	Multiple Positions	5 yrs	CSC Prof	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
50	7207	33	Female	Married	BSAct	Multiple Trainings	40	Office Staff	1 yr 5 mos.	LET	Qualified	6/15/2023, Thursday Station 2- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
51	4554	31	Female	Married	BSED	Well-being Centric Leadership	24	Bookkeeper	7.23	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
52	3328	33	Female	Single	MPM	Well-being Centric Leadership	24	AR Officer	5.22	LET	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
53	4062	36	Female	Married	BSC	International Leadership Training in the Digital Era	24	Records Asst. I	11.75	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
54	3798	26	Female	Single	MAED	NC III- Bookkeeping		ADA I	2.4	LET	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
55	7092	29	Female	Single	BSBA, PEC	Basic Reinforcement Training on Money Laundering	40	Branch Cashier	7 yr	LET	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
56	7259	47	Male	Married	BSC	Multiple Trainings	88	Rev. Collection Clerk	7 yrs & 5 mos	Brg. Eligibility	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN



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57	7269	38	Female	Separated	BSACC	Multiple Trainings	24	Bookkeeper	4 yrs & 3 mos	LET	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
58	3750	39	Female	Married	MPM Grad	Multiple Trainings	88	Accounting Staff	5 & 3 mos	CSC Prof	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
59	7132	27	Female	Single	BS Acctg Tech	NC II Bookkeeping		Branch Asstac-Palawan	5.79	LET	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
60	4179	33	Female	Single	MBA - 27 units	Multiple Trainings	91 hrs	Accounting Services Officer	5.15	LET	Qualified	6/15/2023, Thursday Station 3- 1:00- 5:00 PM	6/15/2023, Thursday Polanco NHS -9 :00 AM -12:00 NN
61	5138	33	Female	Single	BSBA	NA	NA	Station Officer	3	CSC Prof	Disqualified	Not Applicable	Not Applicable
62	7283	32	Female	Single	BSAT	NA	NA	ADA I	1	LPT	Disqualified	Not Applicable	Not Applicable
63	7174	42	Female	Married	BSA			Office Clerk		LET	Disqualified	Not Applicable	Not Applicable
64	835	30	Female	Single	BEED	Visual Graphic Design	501			LET	Disqualified	Not Applicable	Not Applicable
65	7281	30	Male	Married	BEED	Multiple Trainings	160	None	None	CSC Prof	Disqualified	Not Applicable	Not Applicable



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66	3695	31	Female	Single	BSBA	Expired Trainings		Multiple Positions	9	CSC Prof	Disqualified	Not Applicable	Not Applicable
67	5174	28	Female	Married	BSBA	Trainings more tha 5 yrs		Client Service Associate	8	LET	Disqualified	Not Applicable	Not Applicable
68	7268	30	Female	Married	BSAct	Trainings more tha 5 yrs		Multiple Positions	8	CSC Prof	Disqualified	Not Applicable	Not Applicable
69	5103	26	Female	Single	BSAct	Bookkeeping	292	Not relevant		LET	Disqualified	Not Applicable	Not Applicable
70	5138	33	Female	Single	BSBA	Trainings more than 5 yrs		Station Officer	3 yrs & 2 mos	CSC Prof	Disqualified	Not Applicable	Not Applicable
71	4486	34	Male	Single	BSC - MA	N/A	N/A	Office Staff	1 month	CSC Prof	Disqualified	Not Applicable	Not Applicable
72	4435	26	Male	Single	BEED	NA	NA	Legal and Admin Staff	5	LPT	Disqualified	Not Applicable	Not Applicable
73		32	Female	Married	BS Commerce	Training Not Relevant	N/A	Loans Clerk	3.36	LET	Disqualified	Not Applicable	Not Applicable
74	4403	26	Female	Single	BS Acct Tech	Not Relevant	not specified	Not Specified	4.33	LET	Disqualified	Not Applicable	Not Applicable



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75	5978	25	Female	Single	BSED	Bookkeeping for Micro Enterprises	8	CIP of the Department of Labor and Employment	0.25	LET	Disqualified	Not Applicable	Not Applicable
76	7097	32	Male	Married	BSC	Not Relevant	0	Store Manager	9.92	LET	Disqualified	Not Applicable	Not Applicable
77	7165	34	Male	Married	BS Accounting Technology	Not Relevant	N/A	No experience	N/A	No Eligibility	Disqualified	Not Applicable	Not Applicable
78	7186	26	Female	Single	BEED	Digital Literacy Training	8	Not Relevant	0	LET	Disqualified	Not Applicable	Not Applicable
79	5145	27	Female	Single	BScrim	NONE	NONE	Job order-Accounting office	1.44	Criminologist	Disqualified	Not Applicable	Not Applicable

Prepared by:

  
**MARYLYNNE B. BAYRON**

HRMO/Administrative Officer IV