



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
Schools Division of Nueva Vizcaya

19 July 2022

DIVISION MEMORANDUM

No. **290**, s. 2022

**SCHEDULE OF ASSESSMENT FOR ADMINISTRATIVE ASSISTANT II,
ADMINISTRATIVE AIDE IV (CLERK AND DRIVER) AND SECURITY GUARD I**

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors-
Public Schools District Supervisors/District-In-Charge
Administrative Officer V
Section and Unit Heads
Elementary and Secondary School Heads
All Others Concerned

1. This office would like to announce the herein list of applicants who were able to meet the Basic Qualification for the position of Administrative Assistant II, Administrative Aide IV (Clerk and Driver) and Security Guard I and are eligible to forward to the next level of assessment.
2. Thus, all Qualified applicants whose name is on the list, are advised to report on their scheduled date and time of assessment. They are also advised to bring with them the original copies of their document for evaluation.
3. In compliance to the Rules and Regulations set by IATF to prevent the spread of the Covid-19 virus, all applicants are **STRICTLY** advised to wear their face masks upon entering the SDO Premises and needs to pass through the Medical Triage and present their Vaccination Card.
4. For information, guidance and compliance.

RACHEL R. LLANA, Ph.D., CESO V
Schools Division Superintendent



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LIST OF QUALIFIED APPLICANTS FOR ADMINISTRATIVE ASSISTANT III

Date and Time	Position	Name
July 20, 2022 8:00 – 12:00PM	Administrative Assistant II	ARTIENDA, FLORIDA S. CADIZ, JANEDEL ANN R. LIMIUAN, RHEA B. SOGAN, MARLOWE M. PANGANIBAN, JOVY M. BALUT, JASON C.
		Administrative Aide IV (Clerk)
July 20, 2022 1:00 – 5:00PM	Administrative Aide IV (Driver)	ARTIENDA, MARK ARWIN R. BALTAZAR, RAFAEL G. BICERA, JEFFREY T. CACAL, JOHN LORD A. DALIDA, JEFFREY T. DE LEON, MARK IAN P. DOMINGO, FREDDIE C. DOQUE, JHON BENEDICK G. PEREZ, MARLON MANOLO D. SORIANO, JONATHAN R. SONDAY, ARMANDO J. YAMBALLA, GEROME R.
		Security Guard I



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