



Republic of the Philippines
 Department of Education
 NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

2024-5837 HR 107-594

Office of the Schools Division
 Superintendent


MEMORANDUM

No. 224, s. 2024

OPEN RANKING AND INTERVIEW OF QUALIFIED APPLICANTS FOR NON-TEACHING POSITIONS OF SDO MUNTINLUPA

To: Assistant Schools Division Superintendent
 Chief Education Supervisor, Curriculum Implementation Division
 OIC-Chief Education Supervisor, School Governance and Operations Division
 Public Elementary and Secondary School Heads
 Administrative Officer V
 All Others Concerned

1. The Schools Division Office of Muntinlupa, through the Human Resource Merit and Promotion Selection Board, informs the field of the conduct of the Open Ranking and Interview for all qualified applicants for Non-Teaching positions of SDO Muntinlupa.
2. Attached with this Memorandum are the following Enclosures, for reference:
 - a. **Enclosure 1** – Schedule of Open Ranking and Interview of Qualified Applicants for the **Administrative Officer II, Administrative Assistant III, Administrative Assistant II, Administrative Aide VI** positions.
 - b. **Enclosure 2** – List of the HRMPSB Members.
3. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES, CESO VI
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent

Enclosure 1: List of Qualified Applicants
 Enclosure 2: List of HRMPSB
 To be indicated in the Perpetual of Index
 under the following subjects:

Evaluation	Recruitment
Hiring	Selection

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NUM-2024-224

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ENCLOSURE 1

**OPEN RANKING, EXAMINATION AND INTERVIEW OF QUALIFIED APPLICANTS FOR
NON-TEACHING: ADMINISTRATIVE OFFICER II**

NO.	NAME OF APPLICANT	SCHEDULE
1	LOPEZ, MA. MERCEDES P.	<p>Exam: August 5, 2024 8:30 - 10:00am 4th Floor SDO Conference Room</p> <p>Open Ranking & Interview: August 5, 2024 10:00am Meeting Room 1st Floor SDO Muntinlupa</p>
2	DIMALANTA, LIEZEL B.	
3	RIVERO, GRACE L.	
4	LUMALANG, ANGELICA JOLENE P.	
5	TORRES, ROSALIE T.	
6	SANTIAGO, LENY ROSE R.	
7	PEÑAFLO, MAILEEN M.	
8	FABUNAN, AIRA JOY F.	
9	AGUELO, MICHAEL EVAN	
10	CATE, MARIA ROVI A.	
11	AMION, DENSEY D.	
12	NOFUENTE, ARIANNE ROSE J.	
13	TOLIBAS, SUZETTE	



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**OPEN RANKING, EXAMINATION AND INTERVIEW OF QUALIFIED APPLICANTS FOR
NON-TEACHING: ADMINISTRATIVE ASSISTANT III**

NO.	NAME OF APPLICANT	SCHEDULE
1	BALBAGUIO, ZEUS A.	Exam: August 5, 2024 8:30 - 10:00am 4th Floor SDO Conference Room Open Ranking & Interview: August 5, 2024 1:00pm Meeting Room 1st Floor SDO Muntinlupa
2	ALBARO, RACQUEL S.	
3	PAÑA, SHAREEN GAY A.	
4	MAGAYANES, AILEEN R.	
5	PASCUAL, DONNA LYN M.	

**OPEN RANKING, EXAMINATION AND INTERVIEW OF QUALIFIED APPLICANTS FOR
NON-TEACHING: ADMINISTRATIVE ASSISTANT II**

NO.	NAME OF APPLICANT	SCHEDULE
1	MARBELLA, MARIA TARA GULLABA	Exam: August 5, 2024 8:30 - 10:00am 4th Floor SDO Conference Room Open Ranking & Interview: August 5, 2024 1:00pm Meeting Room 1st Floor SDO Muntinlupa
2	ESQUILONA, DIANNE FLORANZA	
3	CORNELIO, MYLA CLAVECILLAS	
4	FALLARME, RYAN BENABESE	
5	MABUTI, MARK ANTHONY ESPARAGO	
6	VELASCO, DOMINIQUE DAPHNEY D.	



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**OPEN RANKING, EXAMINATION AND INTERVIEW OF QUALIFIED APPLICANTS FOR
NON-TEACHING: ADMINISTRATIVE AIDE VI**

NO.	NAME OF APPLICANT	SCHEDULE
1	PARILLA, AIRA G.	Exam: August 5, 2024 8:30 - 10:00am 4th Floor SDO Conference Room Open Ranking & Interview: August 5, 2024 1:00pm Meeting Room 1st Floor SDO Muntinlupa
2	CLAMAÑA, VANESSA D.	
3	REGINIO, MA. GERLIZA T.	



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ENCLOSURE 2

**HUMAN RESOURCE MERIT PROMOTION AND SELECTION
DIVISION COMMITTEE: ADMINISTRATIVE OFFICER II, ADMINISTRATIVE
ASSISTANT III, ADMINISTRATIVE ASSISTANT II, ADMINISTRATIVE AIDE VI**

NO.	NAME	POSITION	DATE/TIME/VENUE
1	Ms. Ma. Regaele A. Olarte	Chairman	August 5, 2024 10:00am Meeting Room 1st Floor SDO Muntinlupa
2	Ms. Ivy M. Romano	Member	
3	Ms. Noemi A. Valdez	Member	
4	Atty. Erness Faith J. Regacho-Espanto	Member	
5	Ms. Angela M. Francisco	Member	
6	Ms. Jinky D. Santos	School Head (where the vacancy exists)	
7	Ms. Buena C. Dela Cruz	School Head (where the vacancy exists)	
8	Dr. Ador B. Querubin	School Head (where the vacancy exists)	
9	Ms. Shiela Rose H. Bachoco	Secretariat	



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