



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

AUG 12 2025

MEMORANDUM

No. 373, s. 2026

COMPARATIVE ASSESSMENT OF QUALIFIED
APPLICANTS FOR NON-TEACHING POSITIONS

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
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 all concerned of the Comparative Assessment for all qualified applicants for various non-teaching positions in SDO Muntinlupa.

2. Attached to this Memorandum is Enclosure 1, for reference and guidance:

Enclosure 1 – Schedule of Comparative Assessment of Qualified Applicants and List of HRMPSB.

3. All expenses relative to this activity shall be charged against the Local/MOOE funds, subject to the existing accounting and auditing rules and regulations.

4. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI
Schools Division Superintendent

Enclosure: As stated.

References: DepEd Order No. 24, s. 2025

To be indicated in the Perpetual of Index
under the following subjects:

Evaluation Promotion Comparative Selection

AMF/DM- COMPARATIVE ASSESSMENT OF QUALIFIED APPLICANTS FOR NON-TEACHING POSITIONS

373/August 7, 2026

NUM-2026-373



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
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HR-373

SCHEDULE OF COMPARATIVE ASSESSMENT OF QUALIFIED APPLICANTS FOR ADMINISTRATIVE ASSISTANT II (SHS ITEM)

No	APPLICANT CODE	WRITTEN EXAM AND SKILL TEST		VENUE	OPEN RANKING AND BEI		VENUE	HRMPSB
		TIME	DATE		TIME	DATE		
1	ADAS2-B3-2026-001	9:00 - 11:00 A.M	August 19, 2026	4TH FLOOR CONFERENCE ROOM, SDO MUNTINLUPA	8:30 - 9:30 A.M	August 20, 2026	1st Floor, SDO Muntinlupa Meeting Room	Dr. Lilia A. Ricero Ms. Ma. Regaele A. Olarte Ms. Noemi A. Valdez Atty. Erness Faith J. Regacho-Espanto Ms. Angela M. Francisco Dr. Rosendo E. Sangalang
2	ADAS2-B3-2026-002	9:00 - 11:00 A.M	August 19, 2026	BERNADILE Q. BULLAS Administrative Aide VI (Proctor)	8:30 - 9:30 A.M	August 20, 2026		
3	ADAS2-B3-2026-003	9:00 - 11:00 A.M	August 19, 2026		8:30 - 9:30 A.M	August 20, 2026		

SCHEDULE OF COMPARATIVE ASSESSMENT OF QUALIFIED APPLICANTS FOR ADMINISTRATIVE ASSISTANT III (ELEMENTARY ITEM)

No	APPLICANT CODE	WRITTEN EXAM AND SKILL TEST		VENUE	OPEN RANKING AND BEI		VENUE	HRMPSB
		TIME	DATE		TIME	DATE		
1	ADAS3-B4-2026-001	9:00 -11:00 A.M	August 19, 2026	4TH FLOOR CONFERENCE ROOM, SDO MUNTINLUPA	8:30 - 9:30 A.M	August 20, 2026	1st Floor, SDO Muntinlupa Meeting Room	Dr. Lilia A. Ricero Ms. Ma. Regaele A. Olarte Ms. Noemi A. Valdez Atty. Erness Faith J. Regacho-Espanto Ms. Angela M. Francisco Ms. Karina E. Medina
2	ADAS3-B4-2026-002	9:00 -11:00 A.M	August 19, 2026	BERNADILE Q. BULLAS Administrative Aide VI (Proctor)	8:30 - 9:30 A.M	August 20, 2026		
3	ADAS3-B4-2026-003	TRANSPosed SCORE						

SCHEDULE OF COMPARATIVE ASSESSMENT OF QUALIFIED APPLICANTS FOR ADMINISTRATIVE OFFICER II (TNHS-SHS)

No	APPLICANT CODE	WRITTEN EXAM AND SKILL TEST		VENUE	OPEN RANKING AND BEI		VENUE	HRMPSB
		TIME	DATE		TIME	DATE		
1	AO2-2026-001	9:00 - 11:00 A.M	August 19, 2026	4TH FLOOR CONFERENCE ROOM, SDO MUNTINLUPA	9:30 - 10:30 A.M	August 20, 2026	1st Floor, SDO Muntinlupa Meeting Room	Dr. Lilia A. Ricero Ms. Ma. Regaele A. Olarte Ms. Noemi A. Valdez Atty. Erness Faith J. Regacho-Espanto Ms. Angela M. Francisco Mrs. Vilma S. Viloría
2	AO2-2026-002	9:00 - 11:00 A.M	August 19, 2026		9:30 - 10:30 A.M	August 20, 2026		
3	AO2-2026-003	9:00 - 11:00 A.M	August 19, 2026		9:30 - 10:30 A.M	August 20, 2026		
4	AO2-2026-004	9:00 - 11:00 A.M	August 19, 2026		9:30 - 10:30 A.M	August 20, 2026		
5	AO2-2026-005	9:00 - 11:00 A.M	August 19, 2026		9:30 - 10:30 A.M	August 20, 2026		
6	AO2-2026-006	9:00 - 11:00 A.M	August 19, 2026	BERNADILE Q. BULLAS Administrative Aide VI (Proctor)	10:30 - 11:30 A.M	August 20, 2026	1st Floor, SDO Muntinlupa Meeting Room	Dr. Lilia A. Ricero Ms. Ma. Regaele A. Olarte Ms. Noemi A. Valdez Atty. Erness Faith J. Regacho-Espanto Ms. Angela M. Francisco Mrs. Vilma S. Viloría
7	AO2-2026-007	9:00 - 11:00 A.M	August 19, 2026		10:30 - 11:30 A.M	August 20, 2026		
8	AO2-2026-008	9:00 - 11:00 A.M	August 19, 2026		10:30 - 11:30 A.M	August 20, 2026		
9	AO2-2026-009	9:00 - 11:00 A.M	August 19, 2026		10:30 - 11:30 A.M	August 20, 2026		
10	AO2-2026-010	9:00 - 11:00 A.M	August 19, 2026		10:30 - 11:30 A.M	August 20, 2026		

SCHEDULE OF COMPARATIVE ASSESSMENT OF QUALIFIED APPLICANTS FOR ADMINISTRATIVE OFFICER II (TNHS-SHS)

No	APPLICANT CODE	WRITTEN EXAM AND SKILL TEST		VENUE	OPEN RANKING AND BEI		VENUE	HRMPSB
		TIME	DATE		TIME	DATE		
11	AO2-2026-011	9:00 -11:00 A.M	August 19, 2026	4TH FLOOR CONFERENCE ROOM, SDO MUNTINLUPA BERNADILE Q. BULLAS Administrative Aide VI (Proctor)	1:00 - 2:00 P.M	August 20, 2026	1st Floor, SDO Muntinlupa Meeting Room	Dr. Lilia A. Ricero Ms. Ma. Regaele A. Olarte Ms. Noemi A. Valdez Atty. Erness Faith J. Regacho-Espanto Ms. Angela M. Francisco Mrs. Vilma S. Viloría
12	AO2-2026-012	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
13	AO2-2026-013	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
14	AO2-2026-014	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
15	AO2-2026-015	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
16	AO2-2026-016	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
17	AO2-2026-017	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
18	AO2-2026-018	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
19	AO2-2026-019	9:00 -11:00 A.M	August 19, 2026		1:00 - 2:00 P.M	August 20, 2026		
20	AO2-2026-020	TRANSPOSED SCORE						

SCHEDULE OF COMPARATIVE ASSESSMENT OF QUALIFIED APPLICANTS FOR PROJECT DEVELOPMENT OFFICER I

No	APPLICANT CODE	WRITTEN EXAM AND SKILL TEST		VENUE	OPEN RANKING AND BEI		VENUE	HRMPSB
		TIME	DATE		TIME	DATE		
1	PDO1-B2-2026-001	1:00 - 3:00 P.M	August 19, 2026	4TH FLOOR CONFERENCE ROOM, SDO MUNTINLUPA BERNADILE Q. BULLAS Administrative Aide VI (Proctor)	2:00 -3:00 P.M	August 20, 2026	1st Floor, SDO Muntinlupa Meeting Room	Dr. Lilia A. Ricero Ms. Ma. Regaele A. Olarte Ms. Noemi A. Valdez Atty. Erness Faith J. Regacho-Espanto Ms. Angela M. Francisco Dr. Rosendo E. Sangalang Mrs. Vilma S. Viloría Dr. Antonio C. Rocha
2	PDO1-B2-2026-002	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
3	PDO1-B2-2026-003	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
4	PDO1-B2-2026-004	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
5	PDO1-B2-2026-005	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
6	PDO1-B2-2026-006	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
7	PDO1-B2-2026-007	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
8	PDO1-B2-2026-008	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
9	PDO1-B2-2026-009	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
10	PDO1-B2-2026-010	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
11	PDO1-B2-2026-011	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		
12	PDO1-B2-2026-012	1:00 - 3:00 P.M	August 19, 2026		2:00 -3:00 P.M	August 20, 2026		

SCHEDULE OF COMPARATIVE ASSESSMENT OF QUALIFIED APPLICANTS FOR PROJECT DEVELOPMENT OFFICER I

No	APPLICANT CODE	WRITTEN EXAM AND SKILL TEST		VENUE	OPEN RANKING AND BEI		VENUE	HRMPSB
		TIME	DATE		TIME	DATE		
13	PDO1-B2-2026-013	1:00 - 3:00 P.M	August 19, 2026	4TH FLOOR CONFERENCE ROOM, SDO MUNTINLUPA BERNADILE Q. BULLAS Administrative Aide VI (Proctor)	3:30 - 4:30 P.M	August 20, 2026	1st Floor, SDO Muntinlupa Meeting Room	Dr. Lilia A. Ricero Ms. Ma. Regaele A. Olarte Ms. Noemi A. Valdez Atty. Erness Faith J. Regacho-Espanto Ms. Angela M. Francisco Dr. Rosendo E. Sangalang Mrs. Vilma S. Vilorio Dr. Antonio C. Rocha
14	PDO1-B2-2026-014	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
15	PDO1-B2-2026-015	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
16	PDO1-B2-2026-016	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
17	PDO1-B2-2026-017	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
18	PDO1-B2-2026-018	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
19	PDO1-B2-2026-019	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
20	PDO1-B2-2026-020	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
21	PDO1-B2-2026-021	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
22	PDO1-B2-2026-022	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
23	PDO1-B2-2026-023	1:00 - 3:00 P.M	August 19, 2026		3:30 - 4:30 P.M	August 20, 2026		
24	PDO1-B2-2026-024	TRANSPPOSED SCORE						
25	PDO1-B2-2026-025	TRANSPPOSED SCORE						
26	PDO1-B2-2026-026	TRANSPPOSED SCORE						