




Republic of the Philippines  
**Department of Education**  
 Region VIII  
**SCHOOLS DIVISION OF TACLOBAN CITY**  
*Tacloban City*

**DIVISION MEMORANDUM**

No. 012 s. 2022

**TO :** Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Public Schools Division Supervisors  
 School Heads  
 Qualified Applicants  
 All Others Concerned

**FROM :**  **MARIZA S. MAGAN, Ed.D., CESO V**  
 Schools Division Superintendent

**DATE :** January 13, 2022

**SUBJECT :** **UPDATES ON DIVISION MEMORANDUM NO. 08, S. 2022 ON QUALIFIED APPLICANTS FOR TEACHING, TEACHING-RELATED AND NON-TEACHING VACANT POSITIONS**

I. Anent to Division Memorandum No. 524 & 582, s. 2021 on Recruitment and Selection of Applicants for Teaching and Teaching-Related Vacant Positions and Non-Teaching Vacant Positions and Division Memorandum No. 8, s. 2022 Qualified Applicants for Teaching, Teaching-Related and Non-teaching Vacant Positions, the following updates are given:

a. Additional List of Qualified Applicants

<p><b>SECONDARY SCHOOL PRINCIPAL IV</b></p> <ol style="list-style-type: none"> <li>FRUCTUOSO C. BALITON</li> <li>ISAAC DAVE A. MORA</li> </ol>	<p><b>ADMINISTRATIVE ASSISTANT I</b></p> <ol style="list-style-type: none"> <li>FERDINAND C. GATBONTON</li> <li>JUDITH B. MAGNIFICO</li> </ol>
<p><b>EDUCATION PROGRAM SPECIALIST II</b></p> <ol style="list-style-type: none"> <li>MAY G. ARCIETE</li> </ol>	<p><b>ADMINISTRATIVE AIDE VI</b></p> <ol style="list-style-type: none"> <li>DIONALDO J. DIONALDO</li> <li>MARY CHRIS D. GABRIELES</li> <li>JEFFREY S. JUNTILLA</li> <li>RIZA L. LAGRAMADA</li> <li>MA. GLENDA A. LANZAROTE</li> <li>JULIE ANN B. LIM</li> <li>EUNICE V. OLIVEROS</li> </ol>
<p><b>ADMINISTRATIVE OFFICER II</b></p> <ol style="list-style-type: none"> <li>ABBIE A. BRIVA</li> <li>MARY JANE T. DECIO</li> <li>HEIDI F. DIMAANGAY</li> <li>SYRA C. ERCILLA</li> <li>MARIELLE JOY Q. GAD</li> <li>MARILOU R. MAGBANUA</li> <li>JUDITH B. MAGNIFICO</li> <li>SIGRID VERA A. VILLAMOR</li> <li>VINCENT ANTHONY L. AZURES</li> </ol>	<p><b>ADMINISTRATIVE AIDE IV</b></p> <ol style="list-style-type: none"> <li>MARIA GIANELLI S. CATINDOY</li> </ol>



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<b>ADMINISTRATIVE ASSISTANT II</b> 1. WERLYN O. COLINAYO 2. CHARITY L. HILARIA 3. ERLINA C. QUINTUA 4. JOSEPH CHRISTOPHER V. MONTO 5. MARIANNE JANE S. RUIZ 6. MARY ROSE C. OLEDAN	
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- b. To limit the exposure of applicants and to maintain required physical distancing, the following changes in the schedule and venue will be done.

Activity	Date	Time	Involved Applicants	Venue
Conduct of Face to Face Written Test	01/20/2022	7:00 to 8:00	Administrative Officer II	LNHS Gym
Conduct of Face to Face Interview		8:00 – 5:00		
Conduct of Face to Face Evaluation of Documents and Confirmation of Points				
Conduct of Face to Face Written Test	01/21/2022	7:00 to 8:00	Admin. Asst II Admin. Asst. I Admin. Aide VI Admin. Aide IV	LNHS Gym
Conduct of Face to Face Interview		8:00 – 5:00		
Conduct of Face to Face Evaluation of Documents and Confirmation of Points				

- c. All applicants are required to present their **VACCINATION CARD, IDENTIFICATION CARD** and Quick Response (QR) Code upon entrance and Registration. Should there be an instance that a certain applicant is not vaccinated, negative RT-PCR result will be required.
- Applicants are strongly enjoined to use properly fitted surgical masks instead of cloth masks. For Applicants who may not be able to use surgical masks, cloth mask that fits snugly of the face and made of at least two layers of cotton or non-woven nylon with aluminum nose bridge maybe used.
  - Meals, snacks and other incidental expenses in the conduct of this activity shall be charged against Local Funds/Division MOOE subject to usual accounting and auditing rules and regulations
  - Immediate and wide dissemination of this Memorandum are desired.

