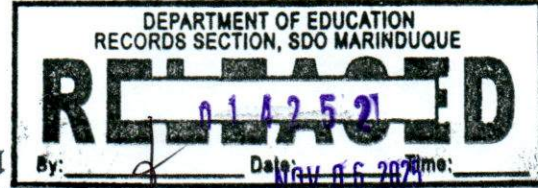




Republic of the Philippines
Department of Education
SCHOOLS DIVISION OF MARINDUQUE




Office of the Schools Division Superintendent

MEMORANDUM

OSDS-HR-2025-033

TO: Assistant Schools Division Superintendent
Chief Education Supervisors, CID/OIC-CES, SGOD
School Heads, Elementary/Integrated/Secondary Schools
HRMPSB Members and Secretariat
All Others Concerned

FROM: 
LYNN G. MENDOZA, EdD
OIC-Schools Division Superintendent

SUBJECT: HUMAN RESOURCE MANAGEMENT PROMOTION AND SELECTION BOARD SCHEDULE OF ORIENTATION, WRITTEN/SKILLS TEST, BEHAVIORAL EVENT INTERVIEW (BEI), ASSESSMENT AND DELIBERATION FOR VACANT ADMINISTRATIVE OFFICER IV POSITION

DATE: November 06, 2025

1. The HRM Promotion and Selection Board will conduct an Orientation, Written/Skills Test, BEI, Assessment, and Review of the application documents of the applicants of Administrative Officer IV (Procurement) position on November 07, 2025 from 8:00 AM to 5:00 PM at the Don Luis Hidalgo Memorial School Conference Hall (2nd Floor), Malusak, Boac, Marinduque.
2. All applicants for the said position are expected to attend the aforementioned activity and be at the venue before the scheduled time.
3. Attached is the list of qualified applicants.
4. Immediate dissemination of the contents of this Memorandum is desired.



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Enclosure No. 01 to Memorandum OSDS-HR-2025-033 dated November 06, 2025

List of Qualified Administrative Officer IV Applicants

Josefina P. Brual
Christel Diane H. Del Mundo
Jane Carla F. Jasmin
Ma Concepcion M. Lozano
Daniel Paolo Isaac L. Malco
Annalyn N. Moldon
Cherry Lou G. Morales
Sharmane J. Orilla
Christian Mark L. Rodelas
Maria Ivy H. Sol



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