



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
OSDS-2025- 218

To: Human Resource Merit Promotion and Selection Board
Division Health and Nutrition Personnel
All Concerned Applicants


Subject: **SCHEDULE OF WRITTEN EXAMINATION, OPEN ASSESSMENT AND INTERVIEW FOR THE VACANT POSITION OF ADMINISTRATIVE ASSISTANT-II/III, NURSE-II, AND SCHOOL PRINCIPAL-I/II.**

Date: August 1, 2025

1. The schedule of written examination, open assessment and interview of applicants for the vacant positions of Administrative Assistant-II/III, Nurse-II, and School Principal-I/II, will be on August 5, 2025 at the Digos City National High School – Audio Visual Room.
2. Following, is the interview details:

Time	Activity	Vacant items	Venue
8:00AM-9:00AM	Interview and Open Assessment	School Principal-I/II	Digos City National High School – Audio Visual Room
9:00AM-10:00AM		Administrative Assistant-II/III	
10:00AM-11:00AM		Nurse-II	
1:00PM-3:00PM	Written Examination and Sample Tests	School Principal-II and Administrative Assistant-II/III	

3. Bring the original copy of the documents you submitted. Only those with original copy of documents will be given points.
4. Minimum Health protocols shall be observed during the conduct of this activity.
5. Failure to attend the scheduled open assessment, written examination and interview will invalidate your application.
6. Herewith is the list of qualified applicants and time details.
7. For information, guidance, and compliance.

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
DATE: AUG 04 2025 TIME: 11:46am
BY: 


MELANIE P. ESTACIO PhD, CESO VI
Schools Division Superintendent

Lists of Qualified Applicants

Vacant Position	Item Code/Station	Name of qualified applicant
ADMINISTRATIVE ASSISTANT II (ACCOUNTING CLERK III) Vice TABALBA, ETHEL M.	OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT OSEC-DECSB-ADAS2-750069-2014	Lico, Mark Jayson A.
		Tampico, Maureen A.
		Tambilawan, Lea Niña C.
		Gadia, Eunice P.
		Manguiat, Nellyn Jeane R.
		Bohol, Jonathan Mark G.
		Camingawan, John Kenneth R.
		Lustado, Gerly P.
		Ciudad, Jessa Mae O.
		Datulayta, Alliah Jayne S.
ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER) Vice ESCANER, GWENDOLYN MARA L.	OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT OSEC-DECSB-ADAS3-750321-2018	Datulayta, Alliah Jayne S.
		Tampico, Maureen A.
		Tambilawan, Lea Niña C.
		Ciudad, Jessa Mae O.
		Camingawan, John Kenneth R.
		Lustado, Gerly P.
		Lico, Mark Jayson A.
SCHOOL PRINCIPAL I (ELEMENTARY GRADES)	ELEMENTARY EDUCATION OSEC-DECSB-SP1-750203-2010	Igcalinos, Emily V.
		Abellon, Marco R.
		Cometa, Michael E.
		Cadungog, Flora May D.
SCHOOL PRINCIPAL II (ELEMENTARY GRADES)	ELEMENTARY EDUCATION OSEC-DECSB-SP2-750003-2021	Hairil, Norwenda G.
NURSE II	SCHOOL GOVERNANCE AND OPERATIONS DIVISION-HNU OSEC-DECSB-NURS2-750114-2021	Cordova , Maria Katrina D.
		Ponce, Daisy C.
		Mabalot, Krista M.
		Alcain, Ma. Criselda Eunice B.
		Eballe, Gemro C.
		Paciones, Lourenz Aubrey Marchelle A.
		Lantape, Ivy E.
		Campomayor, Maechille L.
		Villareal, Hazel O.
		Maurin, Claire L.
		Cagas, Lovely G.
		Barsalote, Eimee Grace N.