



Republic of the Philippines  
**Department of Education**

Region I  
**SCHOOLS DIVISION OFFICE OF ALAMINOS CITY**

SDO ALAMINOS  
**RELEASED**  
 2024-01-09  
 RECORDS UNIT

**Office of the Schools Division Superintendent**

**DIVISION MEMORANDUM**  
**DM-2024-011**

To : Division Human Resource Merit Promotion and Selection Board (DHRMPSB)

Subject : **NOTICE OF MEETING**

From : Schools Division Superintendent

Date : January 8, 2024

1. Please be informed that there will be a meeting of the members of the **HRMPSB** of this Division to conduct comparative assessment of the qualified applicants of **Administrative Officer V (Budget Officer III), JHS Teacher III of Telbang National High School and SHS Teacher II** positions, with the following schedules:

| Position                                      | Date             | Time    | Venue                |
|---|------------------|---------|----------------------|
| Administrative Officer V (Budget Officer III) | January 10, 2024 | 8:00 AM | Division Library Hub |
| JHS Teacher III and SHS Teacher II            |                  | 1:00 PM |                      |

2. The participants of the meeting are the following:

|   | NAME                       | POSITION                                  | DESIGNATION   |
|---|----------------------------|---|---|
| 1 | Dr. Marilu N. Cardenas     | Assistant Schools Division Superintendent | Chairperson   |
| 2 | Dr. Arturo R. Viray        | SGOD, Chief                               | Member  |
| 3 | Rosalie R. Sarmiento       | Administrative Officer V                  | Member  |
| 4 | Cynthia M. Ruamero         | Administrative Officer IV                 | Member  |
| 5 | Marinel N. Sison           | Administrative Officer IV                 | Member/Level 2 NEU Representative                                       |
| 6 | Dr. Jose Gerardo R. Garcia | School Principal I                        | Head where the vacancy exist <b>(For JHS Teacher III position only)</b> |

***With hundred reasons to serve!***



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|   |                     |                              |  |
|---|---------------------|------------------------------|--|
| 7 | Lauro C. Malvecino  | Teacher III                  | ULADPST Vice President<br><b>(For Teaching positions only)</b> |
| 8 | Charlene M. Ferrer  | Administrative Assistant III | Secretariat  |
| 9 | Rachel Marie B. Pol | Administrative Assistant III |  |

3. For your information, guidance, and compliance.

**VIVIAN LUZ S. PAGATPATAN, CESO VI**  
*Assistant Schools Division Superintendent*  
*Officer-In-Charge*  
*Office of the Schools Division Superintendent*

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