



Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OF THE CITY OF BATAC

DIVISION MEMORANDUM

No. **439** s. 2025

**03 JUL 2025**

**SCREENING OF APPLICANTS FOR VACANT ADMINISTRATIVE OFFICER II POSITIONS**

To: Chairperson, Members and Secretariat of the Human Resource Merit, Promotion and Selection Board (HRMPSB)  
Concerned Applicants

1. The screening of applicants is scheduled as follows:

Date	Time	Activities	Position Applied For	Persons Involved	Venue
02 July 2025	9:00-4:00	Initial Evaluation	Administrative Officer II	HRMO	HRMO Office
04 July 2025	8:00-12:00	Written Test, and Open Validation of Documents	Administrative Officer II	HRMPSB and Applicants	Schools Division of the City of Batac, Bulwagan ng Karunungan
	1:00-4:00	Behavioral Events Interview (BEI)			

2. In this regard, the members of the Human Resource Merit, Promotion and Selection Board (HRMPSB) are expected to discharge their functions.

3. All concerned applicants are advised to bring their original copies of documents and any additional supporting documents will no longer be accepted during the validation.

4. Please be guided accordingly.

**ANSELMO R. ALUDINO**  
Schools Division Superintendent

By the Authority of the SDS:

**ARNEL S. BANDIOLA**  
Assistant Schools Division Superintendent

Encl.: None  
Reference:  
To be included in the Perpetual Index  
Under the following subject:

Screening Administrative Officer II Applicants

OSDS HRMU FDA/Screening of Applicants for Vacant Administrative Officer II Positions  
056/July 03, 2025



SDCB RECORDS UNIT

**2509844**

## LIST OF APPLICANTS

**Venue:** Schools Division of the City of Batac,  
Bulwagan ng Karunungan)

**Date:** 04 July 2025

APPLICATION CODE
ADMINISTRATIVE OFFICER II
AO2-250007
AO2-250008
AO2-250012
AO2-250013
AO2-250016
AO2-250017
AO2-250018
AO2-250019
AO2-250022
AO2-250025
AO2-250026
AO2-250029
AO2-250035
AO2-250036
AO2-250039
AO2-250040
AO2-250041
AO2-250042
AO2-250043
AO2-250044
AO2-250045
AO2-250047
AO2-250048
AO2-250050
AO2-250051
AO2-250052
AO2-250053

**HRMPSB:**

Arnel S. Bandiola (HRMPSB Chairperson)  
Nemalyn M. Ulep (Member)  
Joel P. Malunao (Member)  
Jadley Mel P. Piso (Member)  
Deejay R. Opelac (Member)

**SECRETARIAT:**

Flordeliza D. Agcaoili  
Kristel Jhoy M. Arcega  
Jayvie B. Suilen