

Republic of the Philippines

Department of Education

REGION III

SCHOOLS DIVISION OF PAMPANGA

August 29, 2023

DIVISION MEMORANDUM NO. 445, s. 2023

SCHEDULE OF ONLINE ORIENTATION, EXAMINATION, INTERVIEW AND OPEN RANKING OF ADMINISTRATIVE ASSISTANT II AND ADMINISTRATIVE ASSISTANT III POSITIONS

TO

SGOD and CID Chiefs

Public Elementary and Secondary School Heads

All Others Concerned

1. This is to announce that the schedule of the Online Orientation, Examination, Interview and Open Ranking for the following Non-Teaching Positions:

A. Online Orientation and Examination

POSITIONS	STATION	DATE	ONLINE ORIENTATION	ONLINE ASSESSMENT/ EXAMINATION
Administrative Assistant II and III (Admin)	Within the Division	August 31, 2023	8:00am - 8:30am	8:45am - 9:45am
Administrative Assistant II and III (Finance)	Within the Division			100

B. Online Interview and Open-Ranking

POSITIONS	STATION	INTERVIE W DATE	INTERVIE W TIME	OPEN RANKING DATE	OPEN RANKING TIME
Administrative Assistant II and III (Admin)	Within the Division	August 31,	10:00am -	August 31,	12:00nn -
Administrative Assistant II and III (Finance)	Within the Division	2023	12:00nn	2023	12:30pm

- 2. All applicants shall receive an invitation to attend the Online Orientation, Examination, Interview and Open Ranking via e-mail.
- 3. In order to attend the Online Examination, Interview and Open Ranking, applicants are required to have the following: desktop/laptop computer or smart phone, headset with microphone, and internet connection.
- 4. Applicants who will be using smart phones are required to download the MS Teams application.



Address: High School Boulevard, Barangay Lourdes, City of San Fernando, Pampanga Telephone No.: (045) 435-2728

eMail Address: pampanga@deped.gov.ph







Republic of the Philippines

Department of Education

REGION III

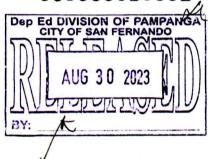
SCHOOLS DIVISION OF PAMPANGA

- 5. Attached is the selection line-up of applicants for the said positions.
- 6. Immediate dissemination of this Memorandum is desired.

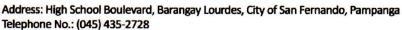
ROMEO M. ALIP, PhD, CESO V Schools Division Superintendent

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eMail Address: pampanga@deped.gov.ph







SCHOOLS DIVISION OFFICE OF PAMPANGA Region III – Central Luzon



INITIAL EVALUATION RESULT (IER)

High School Blvd. Brgy. Lourdes, City of San Fernando

Position: ADMINISTRATIVE ASSISTANT II & III

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards:

Education: Completion of two-year studies in college

Experience: 1 year of relevant experience Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

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QUALIFIED	CCB		W/ 4 HOURS OF RELEVANT TRAINING	BSED	ADAS-PAMP-013	00
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QUALIFIED	දි	T EVBEDINO		BSI	ADAS-PAMP-008	G
QUALIFIED	dSD	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING			
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QUALIFIED	CSB		**	8511	ADAS-PAMP-006	w
QUALIFIED	LET	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	2017		
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REMARKS		EXPERIENCE	TRAINING			

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SCHOOLS DIVISION OFFICE OF PAMPANGA Region III – Central Luzon

High School Blvd. Brgy. Lourdes, City of San Fernando

INITIAL EVALUATION RESULT (IER)



Position: ADMINISTRATIVE ASSISTANT II & III

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards: Education: Completion of two-year studies in college

Eligibility: Career Service (Sub-Professional) First Level Eligibility Experience: 1 year of relevant experience

Trainings: 4 hours of relevant training

17 ADAS-		16 ADAS-	15 ADAS-I	14 ADAS-F	13 ADAS-P	12 ADAS-P	11 ADAS-P		NO. APPLICAT
	ADAS-PAMP-036	ADAS-PAMP-034	ADAS-PAMP-031	ADAS-PAMP-030	ADAS-PAMP-029	ADAS-PAMP-025	ADAS-PAMP-024		APPLICATION CODE
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W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 1 YEAR OF RELEVANT EXPERIENCE	W// 1 YEAR OF RELEVANT EXPERIENCE	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 1 YEAR OF RELEVANT EXPERIENCE	
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SCHOOLS DIVISION OFFICE OF PAMPANGA
High School Blvd. Brgy. Lourdes, City of San Fernando Region III – Central Luzon



INITIAL EVALUATION RESULT (IER)

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards: Position: ADMINISTRATIVE ASSISTANT II & III

Education: Completion of two-year studies in college

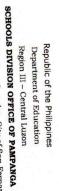
Experience: 1 year of relevant experience

Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

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ADAS-PAMP-062	ADAS-PAMP-061	ADAS-PAMP-060		ADAS-PAMP-059	ADAS-PAMP-054	ADAS-PAINT-040	AC BAMO-048	ADAS-PAMP-047		ADAS-PAMP-045	AUAS-PAIVIF-044		ADAS-PAMP-041		APPLICATION CODE	
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INITIAL EVALUATION RESULT (IER)

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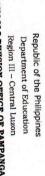
Experience: 1 year of relevant experience Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

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1	QUALIFIED	LET	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING			1
4			W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	BSHRM	ADAS-PAMP-084	40
4	QUALIFIED	H		W/ 4 HOORS OF RELEASES.	2YRS IT	ADAS-PAMP-083	39
4	QUALIFIED	CSb	W/ 1 YEAR OF RELEVANT EXPERIENCE	TRAINING			90
			W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	BEED	ADAS-PAMP-080	36
4	QUALIFIED	131		W/ 4 HOURS OF RELEVANT I KAINING	BEED	ADAS-PAMP-078	37
4	QUALIFIED	LET	W/ 1 YEAR OF RELEVANT EXPERIENCE			AUASTAWT	36
	ACTION AND ADDRESS OF THE PARTY	LEI	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	BEED	ADAS BAMP-077	
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1	QUALIFIED	CSP	W/ 1 YEAR OF RELEVANT EXPERIENCE				y
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4	QUALIFIED	LET	ON THE PLANT SYDER TO STANK		BACH PE	ADAS-PAMP-068	33
	COMPLETE	LET	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING			
4	OLIVIERD			W/ # 100000 Co 100000	BSED	ADAS-PAMP-066	32
4	QUALIFIED	LET	W/ 1 YEAR OF RELEVANT EXPERIENCE	A LOLIDE OF BELEVANT TRAINING		AUTO-COMM.	92
		i.	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/4 HOURS OF RELEVANT TRAINING	BEED	ADAS-DAMP-063	
4	QUALIFIED	157					
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BATCH	REMARKS	1	EXPERIENCE	TRAINING			

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High School Blvd. Brgy. Lourdes, City of San Fernando SCHOOLS DIVISION OFFICE OF PAMPANGA





Position: ADMINISTRATIVE ASSISTANT II & III

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards: Education: Completion of two-year studies in college

Experience: 1 year of relevant experience Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

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	CSP	WILL A VEAR OF RELEVANT EXPERIENCE			ADAS-PAMP-105	51
	Ş	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	RSRA MAJOR IN BUSMAN		
1	3	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/4 HOURS OF RELEVANT TRAINING	BS IN COMMERCE W/	ADAS-PAMP-104	50
1	CCB .	W/ 1 YEAR OF RELEVAN EXPENSIONCE	W/ 4 HOURS OF RELEVANT TRAINING	BSED MEJOR IN HOME ECO	ADAS-PAMP-103	49
	I FT/CSP	W/ 1 YEAR OF RELEVANT EXPENSIONS	W/ 4 HOURS OF RELEVANT TRAINING	BSBA MAJOR IN MARKETING	ADAS-PAMP-100	48
-	CSP	A) T LEGIS CO. SECTION OF THE PROPERTY OF THE	W/ 4 HOURS OF RELEVANT TRAINING	BSIT	ADAS-PAMP-093	47
	E	WAY 1 VEAR OF RELEVANT EXPERIENCE		SWAID	ADAS-PAMP-092	46
_	CSP	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	COLATU		1
+	LET	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	BSED	ADAS-PAMP-090	45
+			W/ 4 HOURS OF RELEVANT TRAINING	BSBA	ADAS-PAMP-088	4
	ද්ව	W/ 1 YEAR OF RELEVANT EXPERIENCE			ADAS-PAMIT-087	43
+	CSP	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	BSECE		
+		AA T (PUL) OF COMMENT	W/ 4 HOURS OF RELEVANT TRAINING	BSIT	ADAS-PAMP-086	42
	PD907	WAY 1 YEAR OF RELEVANT EXPERIENCE				
	ELIGIBILITY	me.	TITLE	EDUCATION	APPLICATION CODE	ş
	! ! !	EXPERIENCE	TRAINING			

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SCHOOLS DIVISION OFFICE OF PAMPANGA Region III – Central Luzon Republic of the Philippines Department of Education

High School Blvd. Brgy. Lourdes, City of San Fernando INITIAL EVALUATION RESULT (IER)



Position: ADMINISTRATIVE ASSISTANT II & III

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards:

Education: Completion of two-year studies in college

Eligibility: Career Service (Sub-Professional) First Level Eligibility Experience: 1 year of relevant experience

Trainings: 4 hours of relevant training

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	QUALIFIED	CSP	W/ 1 YEAR OF RELEVANT EXPERIENCE	TRAINING			
			W/ I YEAR OF RELEVANT CAPTURE	W/ 4 HOURS OF RELEVANT TRAINING	BSA	ADAS-PAMP-046	58
ED 6	QUALIFIED	LET		***	BSA	ADAS-PAMP-039	57
6	QUALIFIED	CSSP	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ A HOURS OF RELEVANT TRAINING			
				W/ 4 HOURS OF RELEVANT TRAINING	BSA	ADAS-PAMP-026	56
ED	QUALIFIED	PD907	W/ 1 YEAR OF RELEVANT EXPERIENCE	TRAINING			
				W/ 4 HOURS OF RELEVANT TRAINING	BSCOMSCI	ADAS-PAMP-021	Ϋ́,
ED	QUALIFIED	BOE	W/ 1 YEAR OF RELEVANT EXPERIENCE	TO ALLINO			
				W) # 10000 Cr 10000	BSA	ADAS-PAMP-015	54
	QUALIFIED	CSP	W/ 1 YEAR OF RELEVANT EXPERIENCE	A HOLIRS OF RELEVANT TRAINING			-
ה ה				W TICOLOGIC	BSBA	ADAS-PAMP-005	53
6	QUALIFIED	CSP	W/ 1 YEAR OF RELEVANT EXPERIENCE	WAA HOLIBS OF RELEVANT TRAINING			
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Region III - Central Luzon Republic of the Philippines Department of Education

High School Blvd. Brgy. Lourdes, City of San Fernando SCHOOLS DIVISION OFFICE OF PAMPANGA





Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards: Position: ADMINISTRATIVE ASSISTANT II & III

Education: Completion of two-year studies in college

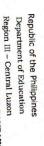
Experience: 1 year of relevant experience

Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

68		67		66 A	65 A	64		63 A	62 A		61 AI		NO. APP	
	ADAS-PAMP-110	ADAS-PAMP-108		ADAS-PAMP-107	ADAS-PAMP-095	ADAS-PAIVIF-094	200	ADAS-PAMP-091	AUAS-PAINIT-073		ADAS-PAMP-071		APPLICATION CODE	
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Department of Education Region III – Central Luzon

SCHOOLS DIVISION OFFICE OF PAMPANGA
High School Blvd. Brgy. Lourdes, City of San Fernando



INITIAL EVALUATION RESULT (IER)

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards: Position: ADMINISTRATIVE ASSISTANT II & III

Education: Completion of two-year studies in college

Eligibility: Career Service (Sub-Professional) First Level Eligibility Experience: 1 year of relevant experience

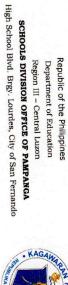
Trainings: 4 hours of relevant training

	100 COOR	EDUCATION	TRAINING	TITLE	ELIGIBILITY	REMARKS	ВАТСН
Ö	APPLICATION CODE	,	11111				
			NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE	PD907	DISQUACIFIED	
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1	ADAS-PAMP-019	BACH INDUS TECH	NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE			
11				W/ 1 YEAR OF RELEVANT EXPERIENCE	BOE	DISQUALIFIED	
72	ADAS-PAMP-020	BSBA	NO RELEVANT TRAINING			DISOLIAL IEIED	
		2000	NO RELEVANT TRAINING	W/ 1 YEAR OF RELEVANT EXPERIENCE	Ę		
73	ADAS-PAMP-023	Bacoc		SO OF THE STORES IN OF	CSP	DISQUALIFIED	
N.F	ADAS-PAMP-027	BSAIS	NO RELEVANT TRAINING			20018	
		BEED	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE			
75	AUAS-PAINT-020			W/ 1 YEAR OF RELEVANT EXPERIENCE	LET	DISQUALIFIED	
76	ADAS-PAMP-032	BEED	NO RELEVANT TRAINING	**	4	DISQUALIFIED	
T		BEED	NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE	E		
77	ADAS-PAMP-033			WAY 2 YEAR OF RELEVANT EXPERIENCE	LET	DISQUALIFIED	
78	ADAS-PAMP-035	BEED	NO RELEVANT TRAINING	M) Tiens of present	66	DISQUALIFIED	
	ADAC BAMPINA	BSBA	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE	Ç		
79	ADASTAMITORS			W/ 1 YEAR OF RELEVANT EXPERIENCE	LET	DISQUALIFIED	
8	ADAS-PAMP-052	BSED	NO RELEVANT FRAINING				
-	CONTRACTOR AND						

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SCHOOLS DIVISION OFFICE OF PAMPANGA Region III – Central Luzon



INITIAL EVALUATION RESULT (IER)

Position: ADMINISTRATIVE ASSISTANT II & III

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards:

Experience: 1 year of relevant experience

Education: Completion of two-year studies in college

Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

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		BEED	NO RELEVANT TRAINING	W/ 1 YEAR OF RELEVANT EXPERIENCE	LET	DISQUALIFIED
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8	ADAS-PAMP-055	взіт	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE	Ş	
1			TO ASSESS OF TRAINING	NO RELEVANT EXPERIENCE	LET	DISQUALIFIED
83	ADAS-PAMP-056	BEED	NC DEFENDED TO THE PERSON OF T			DE LEIED
2	ADAS-PAMP-057	BEED	NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE	LET	DISCOME
3			TRAINING	NO RELEVANT EXPERIENCE	E	DISQUALIFIED
85	ADAS-PAMP-058	BEED	140		7	DISQUALIFIED
86	ADAS-PAMP-064	BACH PE	NO RELEVANT TRAINING	W/ 1 YEAR OF RELEVANT EXPERIENCE	5	
			NO RELEVANT TRAINING	W/ 1 YEAR OF RELEVANT EXPERIENCE	LET	DISQUALIFIED
87	ADAS-PAMP-065	peer		ACTA OF BELEVANT EXPERIENCE	LET	DISQUALIFIED
88	ADAS-PAMP-067	BEED	NO RELEVANT TRAINING	W/ 1 TEAR OF RELEVANT LANGE TO SELECT		
1		REED	NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE	LET	DISQUALIFIED
89	ADAS-PAMP-070	BEECO			d\$5	DISQUALIFIED
90	ADAS-PAMP-072	BSAT	NO RELEVANT TRAINING	W/ 1 YEAR OF RELEVANT EXPERIENCE	Ę	
				NO RELEVANT EXPERIENCE	LET	DISQUALIFIED



Region III – Central Luzon Republic of the Philippines Department of Education





INITIAL EVALUATION RESULT (IER)

Position: ADMINISTRATIVE ASSISTANT II & III

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211 Qualification Standards:

Education: Completion of two-year studies in college

Experience: 1 year of relevant experience

Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

	DISQUALIFIED	DATA ENCODER	W/ 1 YEAR OF RELEVANT EXPERIENCE	W/ 4 HOURS OF RELEVANT TRAINING	RSCOMSCI		
				MC NECESCHA DISTRICT	ZYRS COMSCI AND II	ADAS-PAMP-012	100
	DISQUALIFIED	ВОЕ	NO RELEVANT EXPERIENCE	NO DEL EVANT TRAINING			
	DISQUALIFIED	LET	W/ 1 YEAR OF RELEVANT EXPERIENCE	NO RELEVANT TRAINING	BSAT	ADAS-PAMP-011	99
	DISQUALIFIED	gg.	W/ 1 YEAR OF RELEVANT EXPERIENCE	NO RELEVANT TRAINING	BSIT	ADAS-PAMP-003	98
			W/ 1 YEAR OF RELEVANT EXPERIENCE	NO RELEVANT TRAINING	BS BIO	ADAS-PAMP-002	97
	DISOLIVITERED						8
	DISQUALIFIED	LET	NO RELEVANT EXPERIENCE	NO RELEVANT TRAINING	BEED	ADAS-PAMP-089	R
	DISQUALIFIED	CSP	NO RELEVANT EXPERIENCE	NO RELEVANT TRAINING	BSCE	ADAS-PAMP-082	95
	Cideo	800	W/ 1 YEAR OF RELEVANT EXPERIENCE	NO RELEVANT TRAINING	BSIT	ADAS-PAMP-081	2
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	DISQUALIFIED	dSD	W/ 1 YEAR OF RELEVANT EXPERIENCE	NO RELEVANT TRAINING	2YRS COMSCI	ADAS-PAMP-079	8
	DISQUALIFIED	dSD	W/ 1 YEAR OF RELEVANT EXPERIENCE	NO RELEVANT TRAINING	BSIT	ADAS-PAMP-076	92
BATCH	REMARKS	ELIGIBILITY	TITLE	TITLE	EDUCATION	APPLICATION CODE	No.
ļ			EXPERIENCE	TRAINING			



Republic of the Philippines Region III - Central Luzon Department of Education

SCHOOLS DIVISION OFFICE OF PAMPANGA

High School Blvd. Brgy, Lourdes, City of San Fernando



INITIAL EVALUATION RESULT (IER)

Position: ADMINISTRATIVE ASSISTANT II & III

Salary Grade and Monthly Salary: SG 8 & 9 - 19,744 & 21,211
Qualification Standards:

Experience: 1 year of relevant experience Education: Completion of two-year studies in college

Eligibility: Career Service (Sub-Professional) First Level Eligibility

Trainings: 4 hours of relevant training

			TRAINING	EXPERIENCE			
NO.	APPLICATION CODE	EDUCATION	ппс	TITLE	ELIGIBILITY	REMARKS	ВАТСН
102	ADAS-PAMP-016	BSED	NO RELEVANT TRAINING	W/ 1 YEAR OF RELEVANT EXPERIENCE	LET	DISQUALIFIED	
103	ADAS-PAMP-051	BSPSY	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE	RA1080	DISQUALIFIED	
104	ADAS-PAMP-096	BSED MAJOR IN ENGLISH	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE	LET	DISQUALIFIED	
105	ADAS-PAMP-097	BSED MAJOR IN ENGLISH	NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE	LET	DISQUALIFIED	
106	ADAS-PAMP-098	BEED	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE	LET	DISQUALIFIED	
107	ADAS-PAMP-099	BEED W/ SPED + 30UNTS MA	NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE	LET	DISQUALIFIED	
108	ADAS-PAMP-101	BSBA NAJOR IN OPMAN	NO RELEVANT TRAINING	NO RELEVANT EXPERIENCE	CSP	DISQUALIFIED	
109	ADAS-PAMP-102	BEED	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE	LET	DISQUALIFIED	
110	ADAS-PAMP-106	BSED MAJOR IN TLE	W/ 4 HOURS OF RELEVANT TRAINING	W/ 1 YEAR OF RELEVANT EXPERIENCE	CSP/LET	DISQUALIFIED	
111	ADAS-PAMP-044	BSC	W/ 4 HOURS OF RELEVANT TRAINING	NO RELEVANT EXPERIENCE	CSSP	DISQUALIFIED	

Prepared and certified correct by:

(Sgd.) DEXTER E. PANGILINAN Human Resource Management Officer Date: August 30, 2023