



2006-151

Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF VIGAN CITY

**DIVISION MEMORANDUM**

No. 317, s. 2025

**EVALUATION OF ADMINISTRATIVE OFFICER II APPLICANTS**

TO: Assistant Schools Division Superintendent  
CES – SGOD  
CES – CID  
Elementary & Secondary Public-School Heads  
All Others Concerned

1. Per Advisory No. 12, s. 2025 titled Announcement of Vacancy of the Administrative Officer II, the Human Resource Merit Personnel Selection Board is directed to evaluate the application papers of Administrative Officer II applicants.
2. To facilitate and fast track the evaluation of the applicants, three (3) Administrative Officer II from the field are hereby directed to assist the Human Resource Merit Personnel Selection Board with initial screening, document verification, evaluation, and consolidation of applicant's qualifications in compliance with DO 7, s. 2023.

Name	School	Schedule
Alexander Pajo	Vigan National High School East	June 02 – 05, 2025 8:00 AM TO 5:00 PM
Jessica Rigos	Salindeg, Pong – Ol, Barraca Elementary School, Tamag Elementary School	June 02 – 05, 2025 8:00 AM TO 5:00 PM
Jessa Mae Piano	Camangaan Elementary School, Cabaroan-Cabalangegan Elementary School	June 02 – 05, 2025 8:00 AM TO 5:00 PM

3. This serves as Locator Slip to all concerned personnel.
4. Immediate dissemination of this memorandum is desired.



**VILMA D. EDA, CESO V**  
Schools Division Superintendent



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