



Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



06 October 2025

DIVISION MEMORANDUM

DM No. 979, s. 2025

**INITIAL EVALUATION RESULT (IER) OF APPLICANTS FOR SCHOOL ADMINISTRATION,
RELATED-TEACHING AND NON-TEACHING POSITIONS IN SDO QUEZON**

To: Assistant Schools Division Superintendents
Chiefs - CID/SGOD
Education Program Supervisors
HRMPSB Members
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to DepEd Order No. 007, s. 2023 titled "Guidelines on Recruitment, Selection, and Appointment in the Department of Education" and DM No. 918, s. 2025 titled "Addendum Corrigendum to DM No. 877, S. 2025 Announcement of Vacancies in SDO Quezon for School Administration, Related Teaching, and Non-Teaching Positions", this Office releases the result of initial assessment for the aforementioned positions in SDO Quezon.
2. Attached is the Initial Evaluation Result (IER) of the said initial assessment.
3. Wide and immediate dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Perm10/06/2025

DEPEDQUEZON-TM-SDS-04-009-003



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INITIAL EVALUATION RESULT (IER)

Position: ADMINISTRATIVE ASSISTANT III (SENIOR BOOKKEEPER)

Salary Grade and Monthly Salary: 9 - 23,226.00

Qualification Standards:

Education: Completion of 2 years studies in College
 Training: 4 hours relevant training
 Experience: 1 year relevant experience
 Eligibility: CAREER SERVICE (Subprofessional) / First Level Eligibility

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years		
1	AC-W-ADASS9B-2025-1	BSEB Major in Financial Management	SAP Business One T31000 Logistics	100	Bookkeeper	7 months	CSC Professional	Q

Prepared and certified correct by:


WENNIE O. GAELA

Administrative Officer IV / HRMO II

Date: 06/06/2025

Notes and Instructions for the HRMO:
 a) For the purpose of posting the IER, columns D to M shall be concealed in accordance with RA No. 10163 (Data Privacy Act). The only information that shall be made public are the application codes, qualifications of the applicants in terms of Education, Training, Experience, Eligibility, and Competency (if applicable), and remark on whether Qualified or Disqualified. By if the information does not apply to the applicant, please put N/A.

