



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF BILIRAN
LARRAZABAL, NAVAL, BILIRAN

May 07, 2026

DIVISION MEMORANDUM
No. 189 2026

CONDUCT OF EVALUATION FOR NON-TEACHING APPLICANTS

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

1. This Office announces the conduct of the **eTHOR for Non-Teaching Applicants on May 13-14, 2026**, at **Naval National High School (NNHS)**, Larrazabal, Naval, Biliran.
2. The schedule for the Written Examination and Interview on **May 13, 2026**, are as follows:

A. Written Examination (9:00 AM – 10:45AM | Designated Rooms, NNHS)

The examination will be administered to the applicants for the following positions with the identified room numbers:

POSITION	NAVAL NHS ROOM No.
<i>Education Program Supervisor</i>	1
<i>Principal I</i>	
<i>Administrative Assistant II</i>	2
<i>Cashier I</i>	
<i>Security Guard I</i>	3
<i>Administrative Aide III</i>	
<i>Administrative Officer II</i>	4
<i>Administrative Aide I</i>	5

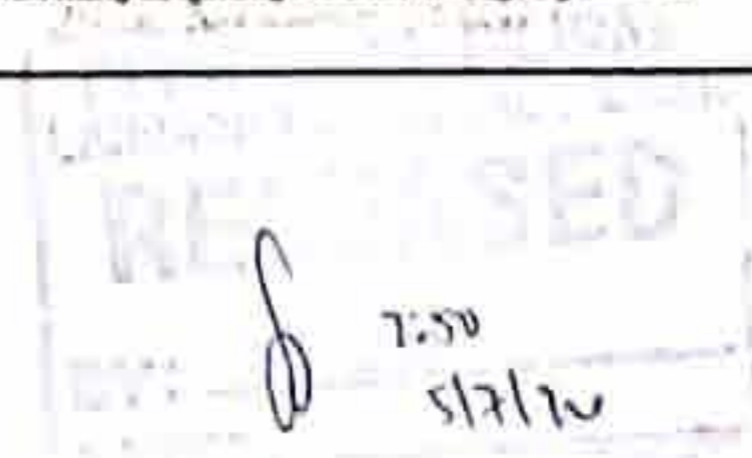


Larrazabal, Naval, Biliran
6010 Naval, Biliran
DepEd - Biliran Division Office



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Kasipon Abang Sa Igangig Biliranon Kasipon Kasipon Kasipon

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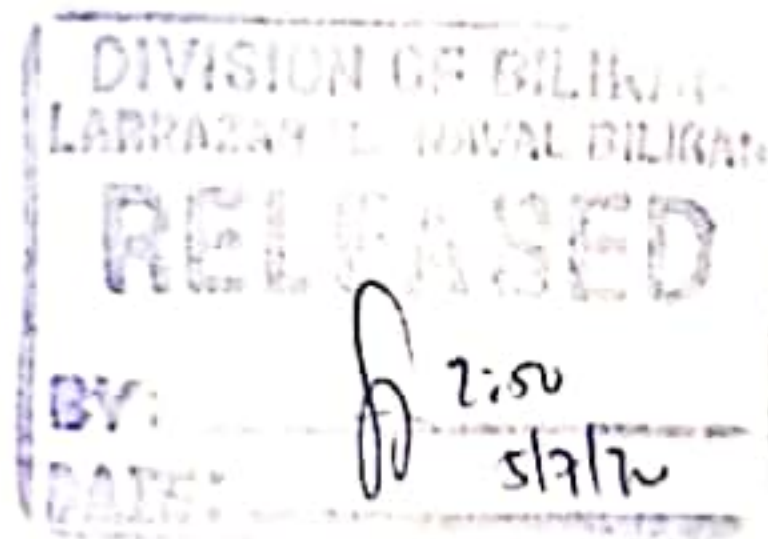




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4. Please see attached **Annex A** for the list of Examination Facilitators
5. This memorandum will serve as a **Travel Order**.
6. Immediate and wide dissemination of this Memorandum is desired.

ROBERTO N. MANGALIMAN, PhD, CESO VI
Schools Division Superintendent





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<i>Administrative Aide II</i>	6
<i>Administrative Aide IV</i>	7
<i>Administrative Aide VI</i>	

B. Interview Schedule (Conference Hall, Division Office)

Immediately following the examination, applicants shall proceed to the Division Office for the interview.

POSITION	NO. OF APPLICANTS	SCHEDULED TIME
<i>Education Program Supervisor</i>	2	10:45 – 11:30 AM
<i>Principal I</i>	4	10:45 – 11:30 AM
<i>Cashier I</i>	2	10:45 – 11:30 AM
<i>Security Guard I</i>	7	11:30 – 12:00 PM
<i>Administrative Assistant II</i>	5	1:00 – 2:20 PM
<i>Administrative Aide III</i>	12	2:00 – 5:00 PM
<i>Administrative Officer II</i>	33	1:20 – 2:00 PM
<i>Administrative Aide I</i>	15	2:00 – 5:00 PM
<i>Administrative Aide II</i>	11	2:00 – 5:00 PM
<i>Administrative Aide IV</i>	6	2:00 – 5:00 PM
<i>Administrative Aide VI</i>	19	2:00 – 5:00 PM

3. On **May 14, 2026**, the HRMPSB will conduct the **Evaluation of Documents**. Applicants are expected to be on time. The schedule of activities is set as follows:

MORNING SCHEDULE	AFTERNOON SCHEDULE
<i>Education Program Supervisors</i>	<i>Administrative Aide I</i>
<i>Principal I</i>	<i>Administrative Aide II</i>
<i>Cashier I</i>	<i>Administrative Aide III</i>
<i>ADAS II</i>	<i>Administrative Aide IV</i>
<i>Security Guard I</i>	<i>Administrative Aide VI</i>
	<i>Administrative Officer II</i>



RELEASED
 BY: [Signature] 2:50
 DATE: 5/17/26



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Annex A

LIST OF EXAMINATION FACILITATORS

NO.	EXAM FACILITATORS
01.	<i>Charlito Machete</i>
02.	<i>Rosiebeth H. Almanò</i>
03.	<i>Jessamine Bracamonte</i>
04.	<i>Marvin A. Omagay</i>
05.	<i>Sahrina Dela Cruz</i>
06.	<i>Rossana Seno</i>
07.	<i>Vic Laude Bohol</i>
08.	<i>Hannah Erika Borrel</i>

