



**NOTICE TO ALL SELECTED CANDIDATES FOR APPOINTMENT  
 TO VACANT POSITIONS IN THE BUREAU OF CUSTOMS**

**CONGRATULATIONS!**

We wish to inform you of your selection for appointment to the following positions:

<b>NO.</b>	<b>NAME</b>	<b>POSITION AND SALARY GRADE</b>	<b>PLACE OF ASSIGNMENT</b>
1	Briones, Camille Anne Herrera	Administrative Aide IV / SG-4	Management Information Systems and Technology Group
2	Mendoza, Michelle Hortaleza	Administrative Aide IV / SG-4	Management Information Systems and Technology Group
3	Lorenzo, Loise Anne Soliva	Administrative Aide IV / SG-4	Appellate Division, Revenue Collection and Monitoring Group
4	Amborgo, Roselle Mae Quicoy	Administrative Aide IV / SG-4	Prosecution and Litigation Division, Revenue Collection and Monitoring Group
5	Villarba, Mark Joseph Boholst	Administrative Aide IV / SG-4	Prosecution and Litigation Division, Revenue Collection and Monitoring Group
6	Lumayag, Janerlly Cuandot	Administrative Aide IV / SG-4	Ruling and Research Division, Revenue Collection and Monitoring Group
7	Domingo, Reah Jane Ambat	Administrative Aide IV / SG-4	Subport of Sual, Port of San Fernando
8	Ameril, Jasiba Moctar	Administrative Aide IV / SG-4	Ninoy Aquino International Airport
9	Chavez, Katherine Mae Masa	Administrative Aide IV / SG-4	Ninoy Aquino International Airport
10	Olita, Lovely Jane Calapuan	Administrative Aide IV / SG-4	Ninoy Aquino International Airport
11	Pilola, Maria Inocencia Angeles Garcia	Administrative Aide IV / SG-4	Ninoy Aquino International Airport
12	Dolim, Antoinette Rendon	Administrative Aide IV / SG-4	Cebu International Airport (Mactan)
13	Jucutan, Maria Clara Lawaan	Administrative Aide IV / SG-4	Cebu International Airport (Mactan)



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

NO.	NAME	POSITION AND SALARY GRADE	PLACE OF ASSIGNMENT
14	Ruayana, Bryan Comon	Security Guard II / SG-5	Port of San Fernando
15	Bermejo, Sheilla Mae Malvas	Assistant Customs Operations Officer / SG-9	Port of Batangas
16	Hicom, Honey Grace	Assistant Customs Operations Officer / SG-9	Port of Clark
17	Rabino, Shela Mercado	Administrative Officer I / SG-10	Port of Batangas
18	Misa, Rashdy Kayting	Administrative Officer I / SG-10	Subport of Jolo, Port of Zamboanga
19	Rojas, Dennis Deo Amante	Administrative Officer II / SG-11	Manila International Container Port
20	Cabacang, Orland Duran	Warehouseman III / SG-11	Manila International Container Port
21	Manduriao, Jeffrey Callweng	Warehouseman III / SG-11	Manila International Container Port
22	Tenorio, Chrisandra Catibog	Warehouseman III / SG-11	Manila International Container Port
23	Siriban, Nathaniel Penol	Warehouseman III / SG-11	Port of Aparri
24	Dela Cruz, Ronald Ian Tuazon	Customs Operations Officer I / SG-11	Port of Clark
25	De Vera, Earl Don James Sia	Customs Operations Officer I / SG-11	Port of Aparri
26	Iringan, Fredeliza de Guzman	Medical Officer IV / SG-23	Medical and Dental Division, Internal Administration Group

***\*\*nothing follows\*\****

Relative thereto, the Human Resource Management Division (HRMD) shall furnish the appointees concerned with the **Checklist of requirements for the attestation of appointment by the Civil Service Commission (CSC)** via electronic mail. Appointees concerned must submit the complete documents indicated therein to the HRMD Office not later than **March 21, 2022**.

Note that only the appointments of those whose requirements are complied with as instructed shall be processed. Further, the distribution of Notices of Appointment for acknowledgement of the appointees concerned shall be on **March 25, 2022**. Assumption to their respective offices of assignment will be authorized upon the receipt of the appointees of the written copy of Notices of Appointment from the HRMD.



Please be reminded of the following relative provisions of the CSC Memorandum Circular No. 14, s. 2018 (2017 Omnibus Rules on Appointments and Other Human Resource Actions, Revised 2018),

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*"If the appointee has taken his/her oath office and assumed the duties of the position, he/she shall be entitled to receive his/her salary at once without awaiting the approval/validation of his/her appointment by the Commission."*

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*"An appointment issued by the appointing officer/authority may be cancelled if the appointee does not assume office or report to duty within thirty (30) calendar days from receipt of the written notice of the appointment."*

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Should there be concerns and/or clarifications, please contact Ms. Krizel Joyce C. Rivera at 0977-246-6883. Thank you.

Very truly yours,

**(original signed)**  
**KHRISTINE JANE V. MELENCIO**  
Acting Chief  
Human Resource Management Division