



**VISAYAS**  
STATE UNIVERSITY

# HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

Jan. 2 - 12, 2015

## EXCERPT FROM THE APPROVED MINUTES OF THE 27<sup>th</sup> Non-Academic Personnel Board Meeting

Via Zoom: Meeting ID: 942 3589 8325  
July 09, 2025

The Presentation of Final Comparative for the Administrative Aide VI (Clerk III) for OVPSAS, was presented and deliberated.

Plantilla Item No.: "ADA6-101-2004"  
Position: ADMINISTRATIVE AIDE VI (CLERK III)  
Educ. Requirement: Completion of 2 years studies in college  
Elig. Requirement: Career Service (Subprofessional)/ First Level Eligibility  
Experience Requirement: None Required  
Training Requirement: None Required  
Salary Grade: 6 (Php 18,255.00)  
Jobe Code: EMRVXA  
Office: OVPSAS

NAME	AGE	SEX	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POT (10%)	TRNG (5%)	AWD (5%)	PCPT (15%)	SKILLS (15%)	TOTAL	RANK
				Degree	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.		
SUGANOB, Carmi M.	28	F	CSP	BS in Food Science and Technology Graduate MS in Food Science and Tech (32 units)	13	2.51	8.80	9.75	5.00	0.00	14.25	13.83	67.15	1 <sup>st</sup>

Thereupon, below is the NAPB action which was approved by the University President.

### NAPB Resolution No. 254 Series of 2025

Submitting the result of the final comparative assessment of the five (5) shortlisted applicants for the position of Administrative Aide VI (Clerk III) for OVPSAS. For the appointing officer to select the deemed most qualified for appointment to the vacant position.



July 09, 2025

**President's Notation:** "Appointing the top-ranked applicant, Ms. Carmi M. Suganob."

Certified True and Correct:

  
**LUVILLA G. ALCOBER**  
NAPB, Secretary

Cc: **Dr. Aleli A. Villocino**, Vice President for Student Affairs and Services  
**Ms. Carmi M. Suganob**  
**Dr. Joel Rey U. Acob**, Director, Quality Assurance

 7/22/25  
 7/22/2025



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