

rolan. ricarte alcocer



VISAYAS
STATE UNIVERSITY

HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

EXCERPT FROM THE APPROVED MINUTES OF THE 33rd Non-Academic Personnel Board Meeting

Via Zoom: Meeting ID: 941 3146 6076
October 09, 2025

April 14-25, 2025

The Presentation of Final Comparative for the Administrative Aide III (Clerk I) for University Registrar, was presented and deliberated.

Plantilla Item No.:	ADA3-209-2004
Position:	ADMINISTRATIVE AIDE III (Clerk I)
Educ. Requirement:	Completion of two years studies in college
Elig. Requirement:	Career Service (Sub Professional) First Level Eligibility
Experience Requirement:	None Required
Training Requirement:	None Required
Salary Grade	3 (15,852.00)
Jobe Code	SQBUTP
Designated Office	University Registrar

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.		
RICARTE, Rolan C.	32	M	CSP	BS in Agribusiness Graduate	12	3.09	9.90	9.90	5.00	0.00	13.92	12.80	66.61	3 rd

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

NAPB Resolution No. 351 Series of 2025

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

October 09, 2025

President's Notation: "Appointing the third-in-ranked applicant, Mr. Rolan C. Ricarte."

Certified True and Correct:


LUVILLA G. ALCOVER
NAPB, Secretary

Cc: **Raymund Igcasama**, University Registrar
Mr. Rolan C. Ricarte

> *PR 11/18/25*



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Page 1 of 1
FM-VSU-10
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No. 012-25- *31*