

RECRUITMENT, SELECTION, PLACEMENT AND PERSONNEL **RECORDS OFFICE**

Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: 565-0600 local 563-7323 Email Address: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

EXCERPT FROM THE APPROVED MINUTES OF THE

Non-Academic Personnel Board Meeting

February 26, 2024 at 1:30 PM

Virtual meeting via Google Meet: (:meet.google.com/vos-bbnp-imx)

The Presentation of Final Comparative for the Administrative Aide I for PRCRTC, was presented and deliberated.

Plantilla Item No.:

Position:

ADMINISTRATIVE AIDE I (CASUAL)

Educ. Requirement:

Elementary School Graduate

Elig. Requirement:

None Required

Experience Requirement:

None Required (but preferably with experience and skills in Machinery Fabrication and Maintenance)

Training Requirement

None Required 1 (P13.000.00)

Salary Grade Jobe Code

HXNFDA

| NAME | AGE | ELIG | EDUCATION (15%) | | EXP (15%) | PERF (20%) | POT (10 %) | TRN G (5%) | AWD (5%) | PCPT (15%) | SKIL LS (15% | TOTAL | RA NKI NG |
|------------------------|-----|------|--------------------|------|--------------|---------------|------------------|------------------|-------------|---------------|--------------------|-------|-----------------|
| | | | Degree | Pts. | Pts. | Pts. | Pts. | Pts. | Pts. | Pts. | Pts. | | |
| ESCALA, Leonifer S. | 34 | None | BFA (46 units) | 15 | 4.58 | 9.80 | 9.30 | 5.00 | 0.00 | 12.12 | 9.80 | 65.60 | 1 ^{rt} |

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

NAPB Resolution No. 83

Series of 2024

Submitting the result of the final comparative assessment of the three (3) shortlisted applicants for the position of Science Research Assistant for PRCRTC with Mr. Leonifer S. Escala as the toprank applicant. Subject for the appointing officer to select the deemed most qualified for appointment to the vacant position.

February 26, 2024

OIC President's Notation: "Appointing the Top-rank Applicant"

Certified True and Correct:

JENNIFER E. ANDO NAPB Secretary

cc: Prof. Marlon M. Tambis, Assistant Director, PhilRootcrops Mr. Leonifer S. Escala

5 3/4 kg

RECRUITMENT, SELECTION, PLACEMENT AND PERSONNEL **RECORDS OFFICE**

Visayas State University, Baybay City, Leyte Email: odahrd@vsu.edu.ph Website: www.vsu.edu.ph

Phone: +63 53 565 0600 Local 1060



Management System ISO 9001:2015

www.tuv.com ID 9108658749



PAGE 1 OF 1 FM-VSU-10 v2 05-09-2023

005-83