



VISAYAS
STATE UNIVERSITY

HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

**EXCERPT FROM THE APPROVED MINUTES OF THE
27th Non-Academic Personnel Board Meeting**

Via Zoom: Meeting ID: 942 3589 8325

July 09, 2025

Nov. 18 - 28, 2024

July 28, 2025

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

Plantilla Item No.:	"ADA6-103-2004"
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 (18,255.00)
Jobe Code	HVCUWI
Office	DFST

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.		
CALA, Christine Gay B.	27	F	CSSP	BS in Environmental Management Graduate	12	3.65	9.90	8.75	5.00	0.00	12.18	12.29	63.77	1 st

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

NAPB Resolution No. 258
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 DFST. 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. Christine Gay B. Cala."

Certified True and Correct:


LUVILLA G. ALCOBER
NAPB, Secretary

Cc: **Dr. Lynette C. Cimafranca**, Head, Department of Food Science and Technology
Ms. Christine Gay B. Cala
Engr. Jeffrey Lloyd L. Cagande, Director, Alumni and Community Relations

 7/22/25
 7/22/25



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Page 1 of 1
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