

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

Via Zoom: Meeting ID: 948 3163 2064  
March 27, 2025

The Presentation of Final Comparative for the Administrative Aide I (Utility Worker I) for VSULHS, was presented and deliberated.

Plantilla Item No.: ADA1-176-2004  
Position: Administrative Aide I (Utility Worker I)  
Educ. Requirement: Must be able to read and write  
Elig. Requirement: None Required (MC 11s. 96 - Cat. III)  
Experience Requirement: None Required  
Training Requirement: None Required  
Salary Grade: 1 (P13,000.00)  
Job Code: HXEFGJ  
Designation Office: VSULHS

July 2 - July 13

March 27

| NAME                   | AGE | SEX  | ELIG | EDUCATION (15%)                             |      | EXP (15%) | PERF (20%) | POT (10%) | TRNG (5%) | AWD (5%) | PCPT (15%) | SKILLS (15%) | TOTAL | RANKING         |
|------------------------|-----|------|------|---|------|-----------|------------|-----------|-----------|----------|------------|--------------|-------|-----------------|
|                        |     |      |      | Degree                                      | Pts. | Pts.      | Pts.       | Pts.      | Pts.      | Pts.     | Pts.       | Pts.         |       |                 |
| RIVERA, Juanito Jr. M. | 38  | Male | None | Seafarer (28 units)<br>High School Graduate | 15   | 12.26     | 10.00      | 9.65      | 5.00      | 0.00     | 13.44      | 15.00        | 80.35 | 1 <sup>st</sup> |

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

**NAPB Resolution No. 103**  
Series of 2025

Submitting the result of the final comparative assessment of the five (5) shortlisted applicants for the position of Administrative Aide I (Utility Worker I) for VSULHS. For the appointing officer to select the deemed most qualified for appointment to the vacant position, subject to compliance with COMELEC Resolution No. 11059.

March 27, 2025

**President's Notation:** "Appointing the top-rank applicant, Mr. Juanito M. River Jr."

Certified True and Correct:

**JENNIFER E. ANDO**  
NAPB, Secretary

Cc: **Mr. Reyamar C. Oria**, Principal, VSU Laboratory High School  
**Mr. Juanito M. Rivera, Jr.**  
**Dr. Lijueraj J. Cuadra**, Head, Department of Agricultural Education and Extension



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