

OFFICE OF THE HEAD OF RECRUITMENT, SELECTION, PLACEMENT AND PERSONNEL RECORDS

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

January 11, 2023

Via Google meet: https://meet.google.com/zvn-ijwj-czq

Final Comparative Assessment of Administrative Aide III (Clerk I) permanent for DCE was presented and deliberated.

Plantilla Item No.

ADA3-162-2004; ADA3-186-2004; ADA3-190-2004; & ADA3-194-2004

Position: Educ. Requirement: Elig. Requirement: Exp. Requirement:

(For OVPREI, DCE, DMATH, DBM) ADMINISTRATIVE AIDE III (CLERK I) Completion of 2 years studies in college

Civil Service (Sub-Professional) First Level Eligibility

None Required

Training Requirement: None Required

NAME	AGE	ELIG.	EDUCATION (15%)		EXP (15%)	PERF (20%)	POTEN. (10%)	TRNG. (5%)	AWDS (5%)	PCPT (15%)	SKILLS (15%)	TOTAL	Remarks
_			Degree	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.		
CUEVAS, Haide B.	38	CSSP	B Animal Science	12.00	7.56	9.80	9.75	5	0	12.33	13.22	69.66	For DCE

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

NAPB Resolution No. 21

Series of 2023

Recommending approval to hire the top rank applicant of Administrative Aide III (Clerk I) permanent position for DCE, Ms. Haide B. Cuevas.

January 11, 2023

Certified True and Correct:

MIRIAM M. DE LA TORRE

NAPB Secretary

Prof. Epifania G. Loreto, Head, DCE

Ms. Haide B. Cuevas, DGE

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= 4: Africa 0/18/23 Engr. Martin Jan E. Mercurio, Head, DGE

Vision: Mission:

A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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