



EXCERPT FROM THE APPROVED MINUTES OF THE

Non-Academic Personnel Board Meeting

December 01, 2023 at 9:00 AM

Virtual meeting via Google Meet: (meet.google.com/cvv-edpb-bxk)

The update of the BI of the Guidance Counselor III applicant Mr. Kent Jan A. Beldia, was discussed and deliberated.

Discussion:

NAPB Secretary, Ms. Ando apprised the board that Atty. Guinocor made a phone call to her last November 29, 2023, to give an update on the BI conducted to Mr. Beldia at SSU. Ms. Chona A. Brit, OIC, Dean of ODS was also invited. According to Atty. Guinocor, Mr. Beldia is very professional, compassionate, and hard-working. He is an asset to the university however, Mr. Beldia needs to be guided well by the supervisor. Thus, with the positive feedback based on the BI, the board would like to consider hiring the lone applicant.

Plantilla Item No.:	GUID3-2-2000
Position:	GUIDANCE COUNSELOR III
Educ. Requirement:	Masteral Degree in Guidance and Counselling
Elig. Requirement:	RA 1080 (Guid. Counselor)****
Exp. Requirement:	1 year of relevant experience
Training Requirement:	None required

NAME	AGE	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.		
BELDIA, Kent Jan A.	38	RA 1080 Guid. Counselor (1/18/2024)	Master of Education in Guidance Grad. BS in Psychology Grad.	10	4.81	7.74	9.80	5	0.00	13.71	14.60	65.66	lone applicant

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

NAPB Resolution No. 350 Series of 2023

Recommending to adapt the results of the 1st and 2nd publications since there is no applicant for the position of Guidance Counselor III for DSO, with Mr. Kent Jan A. Beldia being the lone applicant. For the appointing officer to appoint the lone qualified applicant for appointment to the vacant position.

December 01, 2023

OIC-President's action: Approved for the lone applicant Mr. Kent Jan A. Beldia to be appointed as Guidance Counsellor III for DSO.