



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

May 26, 2023; 8:30 am

Virtual meeting via Google Meet: <https://meet.google.com/umf-wshv-jpu>

The presentation of final comparative assessment for Administrative Aide III (Clerk I) office to be identified by HRMO

Plantilla Item No.:
Position:
Educ. Requirement:
Elig. Requirement:
Exp. Requirement:
Training Requirement:

ADA3-188-2004 vice Jansel Joi C. Villas
ADMINISTRATIVE AIDE III (CLERK I)
Completion of 2 years studies in college
Career Service (Subprofessional) First Level Eligibility
None Required
None Required

NAME	AGE	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POTENTIAL (10%)		TRNG (5%)	AWD (5%)	PCPT (15%)	SKILL (15%)	TOTAL	REMARK
			Degree	Pts.	Pts.	Pts.	Sup. (5%)	NAPB (5%)	Pts.	Pts.	Pts.	Pts.		
PASA, Janet O.	30	CSP	BS in Agribusiness	12.00	5.02	9.70	4.95	4.50	5	0	13.44	12.20	66.81	Recommended to PRCTR TC
ROSELLO, Mikko Zillah D.	29	CSP	Bachelor of Arts in English	12.00	6.10	9.11	5.00	4.33	5	0	13.17	12.00	66.71	

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

**NAPB Resolution No. 160
Series of 2023**

Recommending approval to appoint the second-rank applicant, Ms. Mikko Zillah D. Rosello as an Administrative Aide III (Clerk I) permanent position as the first-rank, Ms. Pasa, is already recommended for Administrative Aide III (Clerk I) to PRCTR.

May 26, 2023

Certified True and Correct:

MIRIAM M. DE LA TORRE
NAPB Secretary

cc: **Ms. Honey Sofia V. Colis, Director, HRMO**
Ms. Mikko Zillah D. Rosello, Dept. of Horticulture
Dr. Rosario A. Salas, Head, DoH

OK 6/8/23
7/6/23