

Lalaine Dy



VISAYAS
STATE UNIVERSITY

HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

EXCERPT FROM THE APPROVED MINUTES OF THE 34th Non-Academic Personnel Board Meeting

May 13-24-2025

Via Zoom: Meeting ID: 949 9074 5521
October 23, 2025

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

Plantilla Item No.:	"ADA6-100-2004"
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 (Php 18,255.00)
Job Code:	CJKMRI
Office:	Cashiering

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.		
DY, Lalaine May D.	26	F	CSP	BS in Agribusiness Graduate	12	3.18	10.00	10.00	5.00	0.00	14.58	14.60	69.36	1 st

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

NAPB Resolution No. 374 Series of 2025

Submitting the result of the final comparative assessment of the eight (8) shortlisted applicants for the position of Administrative Aide VI (Clerk III) for Cashiering. For the appointing officer to select the deemed most qualified for appointment to the vacant position.

October 23, 2025

President's Notation: "Appointing the top-ranked applicant, Ms. Lalaine Mae D. Dy."

Certified True and Correct:


LUVILLA G. ALCOBER
NAPB, Secretary

Cc: **Ms. Queen-ever Y. Atupan**, Head, Cashiering
Ms. Lalaine Mae D. Dy

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