



VISAYAS
STATE UNIVERSITY

HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

EXCERPT FROM THE APPROVED MINUTES OF THE 31st Non-Academic Personnel Board Meeting

Via Zoom: Meeting ID: 919 1007 3817
September 10, 2025

Oct-1, 2025

March 31, 2026

April 10, 2026

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

mailed ✓

Plantilla Item No.: ADA1-168-2004
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 (Php 14,061.00)
Job Code: IYZMBE ✓
Designated Office: DOPAC

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.		
VILBAR, Aldrin L.	35	M	None	High School Graduate	15	12.36	9.80	9.95	5.00	0.00	13.62	13.00	78.73	1 st

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

NAPB Resolution No. 324 Series of 2025

Submitting the result of the final comparative assessment of the seven (7) shortlisted applicants for the position of Administrative Aide I (Utility Worker I) for DoPAC. For the appointing officer to select the deemed most qualified for appointment to the vacant position.

September 10, 2025

President's Notation: "Appointing the top-ranked applicant, Mr. Aldrin L. Vilbar."

Certified True and Correct:

LUVILLA G. ALCOBER
NAPB, Secretary

Cc: **Mr. Mark Ryan R. Tripole**, Head, Department of Pure and Applied Chemistry
Mr. Aldrin L. Vilbar
Ms. Maria Roberta S. Mirafior, Head, Records Management and Archives
Atty. Rysan C. Guinocor, Head, Janitorial and Messengerial Services



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