

## RECRUITMENT, SELECTION, PLACEMENT AND PERSONNEL RECORDS OFFICE

Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: 565-0600 local 563-7323 Email Address: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

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

July 28, 2023; 8:30 am

(Virtual meeting via Google Meet: https://meet.google.com/ntj-epgk-bgs?authuser=0)

The final Comparative Assessment of the Administrative Aide IV (Clerk II) for RERC, was presented and deliberated.

Plantilla Item No.: Position: ADA4-129-2004 vice Susana B. Miñoza ADMINISTRATIVE AIDE IV (CLERK II) Completion of 2 years studies in College

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

Career Service (Subprofessional) First Level Eligibility

Exp. Requirement: None Required Training Requirement: None Required

NAME	AGE	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POTENTIAL (10%)		TRNG (5%)	AWD (5%)	PCPT (15%)	SKILL (15%)	TOTAL	RANK
			Degree	Pts.	Pts.	Pts.	Sup. (5%)	NAPB (5%)	Pts.	Pts.	Pts.	Pts.		
ESTALLO, Chizka Mae M.	29	CSSP	BS Animal Science Grad.	12.00	6.19	9.69	5.00	5.00	5.00	0.00	14.19	12.17	69.24	1st

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

## NAPB Resolution No. 225

Series of 2023

Recommending approval to appoint the top rank applicant, Ms. Chizka Mae M. Estallo as Administrative Aide IV (Clerk II) for RERC.

July 28, 2023.

Certified True and Correct:

MIRIAM M. DE LA TORRE NAPB Secretary

Ms. Estallo is advised to see Ms. Jenefer B. Jayme of HRMO for the appointment requirements to be complied the soonest possible time. Thank you.

cc: Engr. Eldon P. de Padua, Director, Renewal Energy Research Center (RERC)
Ms. Chizka Mae M. Estallo, Accounting Office

Mr. Nick Freddy R. Bello, OIC- Head, Accounting Office

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