



**EXCERPT FROM THE APPROVED MINUTES OF THE
Non-Academic Personnel Board Meeting
April 04, 2024 at 9:00 AM
Virtual meeting via Google Meet: (meet.google.com/bne-juax-oaq)**

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

Plantilla Item No.:	ADA6-98-2004
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 (P 17,553.00)
Job Code	VPFMAQ

NAME	AGE	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POT (10 %)	TRNG (5%)	AWD (5%)	PCPT (15%)	SKIL LS (15%)	TOTAL	RANKING
			Degree	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.		
BANDALAN, Marvin B.	31	CSP	MM mjr. In Business Mgmt. (27units) BS in Food Technology Grad.	13	10.98	9.64	9.25	5.00	0.00	12.06	12.33	72.26	1 st

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

**NAPB Resolution No. 132
Series of 2024**

Submitting the result of the final comparative assessment of the seven (7) shortlisted applicants for the position of Administrative Aide VI (Clerk III) for NCRC with Mr. Marvin B. Bandalan as the top-rank applicant. For the appointing officer to select the deemed most qualified for appointment to the vacant position

April 04, 2024

President's Notation: "Appointing the Top-rank Applicant"

Certified True and Correct:

JENNIFER E. ANDO
NAPB Secretary

cc: **Dr. Marisel A. Leorna**, Director, National Coconut Research Center- Visayas
Dr. Charis B. Limbo-Rivera, Director, IHK
Mr. Marvin B. Bandalan