



VISAYAS
STATE UNIVERSITY



**HUMAN RESOURCE
MANAGEMENT
OFFICE**

**EXCERPT FROM THE APPROVED MINUTES OF THE
39th Non-Academic Personnel Board Meeting**

*Via Zoom: Meeting ID: 939 4403 1650
October 23, 2024*

The Presentation of Final Comparative for the Administrative Officer II (Management and Audit Analyst I) for QAC, was presented and deliberated.

Plantilla Item No.: ADOF2-28-2004
Position: Administrative Officer II (Management and Audit Analyst I)
Educ. Requirement: Bachelor's degree relevant to the job
Elig. Requirement: Career Service (Professional) Second Level Eligibility
Experience Requirement: None Required
Training Requirement: None Required
Salary Grade: 11 (P27,000.00)
Job Code: GYINZU

Jan 30 - Feb 10

NAME	AGE	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POT (10%)	TRNG (5%)	AWD (5%)	PCPT (15%)	SKILLS (15%)	TOTAL	RANKING
			Degree	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.		
RESTOR, Christan Mikhael D.	31	CSP	MM mjr. Bus. Mgtm. Grad. BS Com. Sci. Grad.	12	9.60	9.30	9.18	5.00	0.00	12.60	11.72	69.40	4 th

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

**NAPB Resolution No. 378
Series of 2024**

The appointment for AO II (Management and Audit Analyst I) was pending pursuant to the President's notation in the NAPB No. 238 dated July 02, 2024, to wit, "Pending final approval of appointment of Mr. Dumaguing." Since the appointment of Mr. Danilo Dumaguing for Internal Auditor III position is already approved by the BOR, the NAPB recommends to adopt the result on the final assessment as presented in the abovementioned NAPB resolution, to wit, "Submitting the result of the final comparative assessment of the five (5) shortlisted applicants for the position of Administrative Officer II (Management and Audit Analyst I) for QAC with Ms. Jayme (3rd rank), Mr. Restor (4th rank) and Mr. Posas (5th rank) for the appointing officer to select the deemed most qualified for appointment to the vacant position."

October 23, 2024

President's Notation: "Appointing the fourth-in-rank Applicant."

Certified True and Correct:

JENNIFER E. ANDO
NAPB, Secretary

Cc: Dr. Joel Rey U. Acob, Director, Quality Assurance *Aug 11/11/24*
Mr. Christan Mikhael D. Restor
Mr. Raymund M. Igcasama, University Registrar *11/11/24*

**RECRUITMENT, SELECTION,
PLACEMENT AND PERSONNEL
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