

### EXCERPT FROM THE APPROVED MINUTES OF THE 11<sup>th</sup> Non-Academic Personnel Board Meeting

Via Zoom: Meeting ID: 950 2912 2113  
March 28, 2025

May 19

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

Plantilla Item No.:	LS
Position:	Administrative Aide III (Clerk I)
Educ. Requirement:	Completion of 2 years studies in college
Elig. Requirement:	None Required
Experience Requirement:	None Required (preferably with experience in liasoning)
Training Requirement	None Required
Salary Grade	3 (P15, 265.00)
Job Code:	YLZIBS
Designated Office	Cash Office

NAME	AGE	SEX	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.		
BASLAN, Jumari A.	26	M	LEA	BS in Agriculture Graduate	12	5.33	10.00	9.95	5.00	0.00	14.07	11.43	67.77	2 <sup>nd</sup>

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

### NAPB Resolution No. 114 Series of 2025

Submitting the result of the final comparative assessment of the six (6) shortlisted applicants for the position of casual Administrative Aide III (Clerk I) Cashiering Office. For the appointing officer to select the deemed most qualified for appointment to the vacant position, subject to compliance with the Commission on Elections (COMELEC) Resolution No. 11059.

March 14, 2025

**President's Notation:** "Appointing the top-rank applicant, Mr. Jumari A. Baslan."

Certified True and Correct:

  
**LUVILLA G. ALCOBER**  
NAPB, Secretary

Cc: **Ms. Queen-ever Y. Atupan, Head, Cashiering**  
**Mr. Jumari A. Baslan**

 5/20/25



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