



VISAYAS
STATE UNIVERSITY



**HUMAN RESOURCE
MANAGEMENT
OFFICE**

**EXCERPT FROM THE APPROVED MINUTES OF THE
41st Non-Academic Personnel Board Meeting**

Via Zoom: Meeting ID: 939 4501 2664
November 25, 2024

The Presentation of Final Comparative for the Administrative I (Supply Officer I) for SPO, was presented and deliberated.

Plantilla Item No.: "ADOF1-57-2023"
Position: ADMINISTRATIVE OFFICER I (SUPPLY OFFICER I)
Educ. Requirement: Bachelor's degree
Elig. Requirement: Career Service (Professional)/ Second Level Eligibility
Experience Requirement: None Required
Training Requirement: None Required
Salary Grade: 10 (P23, 176.00)
Job Code: CBYUWF
Designated Office: SPO

P - Set-17-277

Jan. 2, 2025

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.		
CRUZ, Antonette S.	34	CSP	MM in Business Mgmt. Grad. BS in Computer Engrng. Grad.	12	11.03	9.56	9.80	5.00	0.00	12.36	12.83	72.59	2 nd

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

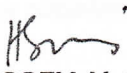
NAPB Resolution No. 404
Series of 2024

Submitting the result of the final comparative assessment of the five (5) shortlisted applicants for the position of Administrative Officer I (Supply Officer I) for SPO with Ms. Antonette S. Cruz as the second-in-rank applicant. For the appointing officer to select the deemed most qualified for appointment to the vacant position.

November 25, 2024

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

Certified True and Correct:


HONEY SOFIA V. COLIS
Director, HRMO

Cc: **Ms. Vivian V. Balbarino**, Head, Supply & Property Office — 12/27/24
Ms. Antonette S. Cruz
Engr. Vic Angelo L. Impas, Head, Department of Mechanical Engineering > 12/26/24

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Page 1 of 1
FM-VSU-10
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