



**EXCERPT FROM THE APPROVED MINUTES OF THE
Non- Academic Personnel Board Meeting
February 17, 2023**
via Google meet: <https://meet.google.com/pvk-ztax-ebm>

The final comparative assessment of the Administrative Officer I (Cashier I) for Cash Office, was presented and deliberated.

Plantilla Item No.	ADOF1-20-2004 vice Raquel H. Dohiling
Position:	Administrative Officer I (Cashier I)
Educ. Requirement:	Bachelor's Degree
Elig. Requirement:	CS (Professional) Second Level Eligibility
Exp. Requirement:	None Required (but relevant work experience will be given preference)
Training Requirement:	None Required (but training related to cash disbursement, collecting and accounting will be given preference)

NAME	AGE	ELIG.	EDUCATION (15%)		EXP. (15%)	PERF (20%)	POTENTIAL (10%)		TRNG (5%)	AWARD (5%)	PCPT (15%)	SKILLS (15%)	TOTAL (100%)	RANK
			Degree	Pts.	Pts.	Pts.	Sup. (5%)	NAPB (5%)	Pts.	Pts.	Pts.	Pts.		
VALENZONA, Valerie C.	27	CSP	MM Agrib. Mgt. (40 units) BS Agribusiness	12.00	6.22	9.84	5.00	4.80	5	0	13.80	12.45	69.11	1st

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

**NAPB Resolution No. 71
Series of 2023**

Recommending approval to appoint the top rank candidate, Ms. Valerie C. Valenzona for the Administrative Officer I (Cashier I) position of Cash Office.

February 17, 2023

Certified True and Correct:


MIRIAM M. DE LA TORRE
NAPB Secretary

cc: **Ms. Ms. Queen-ever Y. Atupan, Head, Cash Office**
Ms. Valerie C. Valenzona, Cash Office

Received by: 