

**EXCERPT FROM THE APPROVED MINUTES OF THE
17th Non-Academic Personnel Board Meeting**

Via Zoom: Meeting ID: 959 4360 7397

May 07, 2025

May 13

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

Plantilla Item No.: ADA3-192-2004
Position: Administrative Aide III (Clerk I)
Educ. Requirement: Completion of 2 years studies in college
Elig. Requirement: None Required (preferably with Civil Service Sub-Professional Eligibility)
Experience Requirement: None Required
Training Requirement: None Required
Salary Grade: 3 (P15, 265.00)
Job Code: YJWVER
Designated Office: Accounting

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.		
ESCASINAS, Gilly Mae S.	29	F	LET 8/18/20 26	Bachelor of Secondary Education Graduate	12	3.33	9.70	9.80	4.00	0.00	14.40	14.70	67.93	1 st

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


NAPB Resolution No. 155
Series of 2025

Submitting the result of the final comparative assessment of the eleven (11) shortlisted applicants for the position of Administrative Aide III (Clerk I) for Accounting. 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.

May 07, 2025

President's Notation: "Appointing the top-rank applicant, Ms. Gilly Mae S. Escasinas."

Certified True and Correct:


LUVILLA G. ALCOBER
NAPB, SecretaryCc: **Mr. Nick Freddy R. Bello, Head, Accounting**  5/23/25
Ms. Gilly Mae S. Escasinas

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