



**VISAYAS**  
STATE UNIVERSITY

# HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

## EXCERPT FROM THE APPROVED MINUTES OF THE 17<sup>th</sup> Non-Academic Personnel Board Meeting

Via Zoom: Meeting ID: 959 4360 7397  
May 07, 2025

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

Plantilla Item No.: ADA6-90-2004  
Position: ADMINISTRATIVE AIDE VI (CLERK III)  
Educ. Requirement: Completion of 2 years studies in college  
Elig. Requirement: Career Service (Sub professional)/First Level Eligibility  
Experience Requirement: None Required  
Training Requirement: None Required  
Salary Grade: 6 (P18, 255.00)  
Job Code: PQVGDX  
Designated Office: Accounting Office

May 13

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.		
PASA, Elizabeth D.	31	F	CSP	BS in Agribusiness Graduate	12	2.87	9.79	9.80	5.00	0.00	14.34	14.10	67.90	1 <sup>st</sup>

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

### NAPB Resolution No. 156 Series of 2025

Submitting the result of the final comparative assessment of the eight (8) shortlisted applicants for the position of Administrative Aide VI (Clerk III) 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. Elizabeth D. Pasa."

Certified True and Correct:

  
**LUVILLA G. ALCOBER**  
NAPB, Secretary

Cc: **Mr. Nick Freddy R. Bello, Head, Accounting**  
**Ms. Elizabeth D. Pasa**

 5/23/25



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