



**EXCERPT FROM THE APPROVED MINUTES OF THE  
Non- Academic Personnel Board Meeting  
January 06, 2023  
Virtual meeting via :https://meet.google.com/yrr-rctd-uxa**

Final Comparative Assessment of Administrative Aide III (Clerk I) casual for OHURS, was presented and deliberated.

Plantilla Item No. Administrative Aide III (Casual)  
Position: Administrative Aide III (Clerk I)  
Educ. Requirement: Completion of 2 years studies in college  
Elig. Requirement: Preferably with Civil Service (Sub-Professional) First Level Eligibility  
Exp. Requirement: None Required  
Training Requirement: None Required

NAME	AGE	ELIG.	EDUCATION (15%)		EXP. (15%)	PERF (20%)	POTENTIAL (10%)		TRNG (5%)	AWD (5%)	PCPT (15%)	SKILLS (15%)	TOTAL (100%)	Rank
			Degree	Pts.	Pts.	Pts.	Sup. (5%)	NAPB (5%)	Pts.	Pts.	Pts.	Pts.		
AMIHAN, Guada Fe D.	39	PD907	BS in Agribusiness	12.00	9.45	9.60	5.00	5.00	5.00	0	13.80	12.83	72.83	1

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

**NAPB Resolution No. 04  
Series of 2023**

Recommending approval to hire the top rank applicant, Ms. Guada Fe D. Amihan for the position of Administrative Aide III (Clerk I) Casual for OHURS.

January 06, 2023

Certified True and Correct:

  
**MIRIAM M. DE LA TORRE**  
NAPB Secretary

cc: **Dr. Christy Desades, Head, OHURS**  
**Ms. Guada Fe D. Amihan, VIHS**  
**Dr. Shalom Grace C. Sugano, Principal, VIHS**