



VISAYAS
STATE UNIVERSITY



**HUMAN RESOURCE
MANAGEMENT
OFFICE**

**EXCERPT FROM THE APPROVED MINUTES OF THE
31st Non-Academic Personnel Board Meeting**

*OVPAF Conference Room
September 23, 2024*

The Presentation of Final Comparative for the Administrative Officer V (Cashier III) for Cash Office, was presented and deliberated.

start: Oct - 2024 16, 2024

Plantilla Item No.: ADOF5-29-2023
Position: Administrative Officer V (Cashier III)
Educ. Requirement: Bachelor's degree
Elig. Requirement: Career Service (Professional) Second Level Eligibility
Experience Requirement: 2 years of relevant experience (preferably with supervisory experience)
Training Requirement: 8 hours of relevant training
Salary Grade: 18 (P46, 725.00)
Job Code: PLRMSC

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.		
NAPIERE, Wilma V.	58	CSP	BS in Commerce Grad	10.00	15.00	9.78	9.57	5.00	2.00	13.59	12.75	77.69	1 st

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

**NAPB Resolution No. 332
Series of 2024**

Submitting the result of the final comparative assessment of the five (5) shortlisted applicants for the position of Administrative Officer V (Cashier III) for Cash Office with Ms. Wilma V. Napiere as the top-rank applicant. For the appointing officer to select the deemed most qualified for appointment to the vacant position and subject to UADCO endorsement and BOR approval.

September 23, 2024

President's Notation: "Appointing the Top-rank Applicant subject to UADCO endorsement and BOR approval."

Certified True and Correct:


JENNIFER E. ANDO
NAPB, Secretary

Cc: **Ms. Honey Sofia V. Colis**, Director, Human Resource Management Office

**RECRUITMENT, SELECTION,
PLACEMENT AND PERSONNEL
RECORDS OFFICE**

Visayas State University, Baybay City, Leyte
Email: personnel@vsu.edu.ph
Website: www.vsu.edu.ph
Phone: +63 53 565 0600 Local 1060



Management
System
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www.tuv.com
ID: 01280007243

