



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

May 26, 2023; 8:30 am

Virtual meeting via Google Meet: <https://meet.google.com/umf-wshv-jpu>

The presentation of final comparative assessment for Administrative Assistant II (Media Production Assistant) for ACRO, was presented and deliberated.

Plantilla Item No.: ADAS2-45-2004 vice Aniceta M. Lumacad
Position: ADMINISTRATIVE ASSISTANT II (Media Production Assistant)
Educ. Requirement: Completion of 2 years studies in College
Elig. Requirement: Career Service (Sub-professional) First Level Eligibility
Exp. Requirement: 1 year of relevant Experience
Training Requirement: 4 hours of relevant Training

NAME	AGE	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POTENTIAL (10%)			TRNG (5%)	AWAD (5%)	PCPT (15%)	SKILL (15%)	TOTAL	REMARKS
			Degree	Pts.	Pts.	Pts.	Sup (5%)	NAPB (5%)	Pts.	Pts.	Pts.	Pts.	Pts.		
ESTROSAS, Maria Fatima B.	30	CSP	MS Agricultural Extension (21 units) BS in Development Communication	13.00	6.54	9.56	4.20	5.00	9.20	0	0	14.07	13.50	65.87	

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

NAPB Resolution No. 158



Series of 2023

Recommending approval to appoint Ms. Maria Fatima Estrosas as an Administrative Assistant II (Media Production Assistant) for ACRO being the top-rank applicant

May 26, 2023

Certified True and Correct:


MIRIAM M. DE LA TORRE
NAPB Secretary

cc: **Ms. Corazon A. Padilla**, Head, Alumni and Community Relations Office -  6/13/2023
Ms. Maria Fatima B. Estrosas- Chavez, Vice President for Research, Extension and Innovation
Dr. Maria Juliet C. Ceniza, Vice President for Research, Extension and Innovation  6/19/23