

OFFICE OF THE HEAD OF RECRUITMENT, SELECTION, PLACEMENT AND **PERSONNEL RECORDS**

Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: 565-0600 local 563-7323 Email Address: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

EXCERPT FROM THE APPROVED MINUTES OF THE

Non- Academic Personnel Board Meeting

January 11, 2023

Via Google meet: https://meet.google.com/zvn-jjwj-czq

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

Plantilla Item No. Position: Educ. Requirement: Elig. Requirement: Exp. Requirement: Training Requirement: ADA3-213-2004 vice Leopoldo S. Escala, Jr. (for DTHM)

Administrative Aide III (Clerk I)

Completion of 2 years studies in college

Civil Service (Sub-Professional) First Level Eligibility

None Required

None Required

NAME	AGE	ELIG.	EDUCATION (15%)		EXP (15%)	PERF (20%)	POTEN. (10%)	TRNG. (5%)	AWDS (5%)	PCPT (15%)	SKILLS (15%)	TOTAL	Remarks
			Degree	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.		
CASTIL, Jhonavel R.	27	PD 907: Magna Cum Laude	BSBA- Financial Management	12.00	6.50	9.69	9.45	5	0	12.33	12.00	66.98	For DTHM

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

NAPB Resolution No. 21

Series of 2023

Recommending approval to hire the top rank applicant, Ms. Jhonavel R. Castil as Administrative Aide III (Clerk I) permanent position for DTHM.

January 11, 2023

Certified True and Correct

MIRIAM M. DE LA TORRE NAPB Secretary

Ms. Hannah Mae E. Quimbo, OIC- Head, DTHM

Ms. Jhonavel R. Castil, Accounting

Mr. Nick Freddy R. Bello, O/C- Head, Accounting

Vision: Mission: A globally competitive university for science, technology, and environmental conservation. Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

Page 1 of 1 FM-VSU-10 v1 06-11-2020 No. W5-47