



VISAYAS
STATE UNIVERSITY

HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

EXCERPT FROM THE APPROVED MINUTES OF THE 27th Non-Academic Personnel Board Meeting

Via Zoom: Meeting ID: 942 3589 8325
July 09, 2025

March 31, 2025 - April 10, 2025
July 10, 2025

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

Plantilla Item No.: ADA6-82-2004
Position: Administrative Aide VI (Clerk III)
Educ. Requirement: Completion of two years studies in college
Elig. Requirement: Career Service (Subprofessional) First Level Eligibility
Experience Requirement: None Required (preferably with work experience on DdRC)
Training Requirement: None Required
Salary Grade: 6 (Php 18,957.00)
Job Code: GUAWPM *Wotue*
Designated Office: Faculty of Engineering

NAME	AGE	SEX	ELIG	EDUCATION (15%)		EXP (15%)	PERF (20%)	POT (10%)	TRNG (5%)	AWD (5%)	PCPT (15%)	SKILLS (15%)	TOTAL	RANK
				Degree	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.	Pts.		
DONAYRE, Jerlyn M.	32	F	CSSP notice of rating	BS in Computer Science (124 units)	12	4.69	9.40	9.95	5.00	0.00	14.01	13.50	68.55	1 st

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

NAPB Resolution No. 256 Series of 2025

Submitting the result of the final comparative assessment of the six (6) shortlisted applicants for the position of Administrative Aide VI (Clerk III) for Faculty of Engineering. For the appointing officer to select the deemed most qualified for appointment to the vacant position.

July 09, 2025

President's Notation: "Appointing the top-ranked applicant, Ms. Jerlyn M. Donayre."

Certified True and Correct:


LUVILLA G. ALCOBER
NAPB, Secretary

Cc: **Dr. Jannet C. Bencure**, Dean, Faculty of Engineering
Ms. Jerlyn M. Donayre

> 6 2/22/25



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