



VISAYAS
STATE UNIVERSITY

HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

EXCERPT FROM THE APPROVED MINUTES OF THE 5th Non-Academic Personnel Board Meeting

Via Zoom: Meeting ID: 991 8922 1503

February 20, 2025

March 26

The Presentation of Final Comparative for the Administrative Officer II (Management and Audit Analyst I) for QAC, was presented and deliberated.

Plantilla Item No.: "ADOF2-29-2004"
Position: Administrative Officer II (Management and Audit Analyst I)
Educ. Requirement: Bachelor's degree relevant to the job
Elig. Requirement: Career Service (Professional) Second Level Eligibility
Experience Requirement: None Required
Training Requirement: None Required
Salary Grade: 11 (28,512.00)
Job Code: QFYNMG
Designated Office: QAC

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.		
MIÑOZA, Susana B.	43	CSP	Master of Mgmt. (40units) BS in Statistics Grad.	12	11.64	9.81	8.62	5.00	0.00	13.29	12.84	73.20	2 nd (DoPAC & University dDRC)

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

NAPB Resolution No. 63 Series of 2025

Submitting the result of the final comparative assessment of the fourth (4) shortlisted applicants for the position of Administrative Officer II (Management and Audit Analyst I) for QAC with Ms. Susana B. Miñoza as the second-in-rank applicant. For the appointing officer to select the deemed most qualified for appointment to the vacant position and subject to exemption from the transfer ban.

February 20, 2025

President's Notation: "Appointing the second-in-rank Applicant."

Certified True and Correct:

JENNIFER E. ANDO
NAPB, Secretary

Cc: **Dr. Joel Rey U. Acob**, Director, Quality Assurance — 88 80 3/11/25
Ms. Susana B. Miñoza
Mr. Mark Ryan R. Tripole, Head, Department of Pure and Applied Chemistry

ESTHERA CRAMPINO JR. — 20 3/11/25



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