



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

April 12, 2023; 9:00 am

Virtual meeting via google meet: <https://meet.google.com/rbh-whob-yfn?hs=224>

The final Comparative Assessment of the Adm. Assistant III casual for CVM, was presented and deliberated.

Plantilla Item No.: L/S (Casual)
Position: ADMINISTRATIVE ASSISTANT III
Educ. Requirement: Completion of two years studies in College
Elig. Requirement: Preferably with Career Service (Subprofessional) First Level Eligibility
Exp. Requirement: 1 year of relevant experience
Training Requirement: 4 hours of relevant training

NAME	AGE	ELIG.	EDUCATION (15%)		EXP. (15%) ()	PER F. (20%) ()	POTENTIAL (10%)		TRNG. (5%)	AWD. (5%)	PCPT (15%)	SKILLS (15%)	TOTAL
			Degree	Pts.			Sup. (5%)	NAPB (5%)					
DE LOS REYES, Nneka Mailee C.	27	Licensed Vet. (5/28/2024)	Doctor of Veterinary Medicine Grad.	12.00	0.78	6.00	3.90	4.75	5.00	0	13.68	13.60	59.71

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

NAPB Resolution No. 108

Series of 2023


Recommending approval to appoint Dr. Nneka Mailee C. De Los Reyes, 1st rank applicant, as an Administrative Assistant III on Casual status for CVM.

April 12, 2023

Certified True and Correct:


HONEY SOFIA V. COLIS
Director, HRMO

cc: Dr. Santiago T. Peña, Jr., Dean, CVM
Nneka Mailee C. De Los Reyes

 4/26/23