

SELECTION LINE-UP OF APPLICANTS

MAR 20 2018

Position Title: Administrative Assistant I
(OSEC-DECSB-ADAS1-90007-2014)

Salary Grade: 7

Level: 1

Qualification Standards for Administrative Assistant I per CSC MC 10, s. 2005

Education Requirements: Completion of 2 years studies in college or High School Graduate w/ relevant vocational/trade course

Experience Requirements: none required

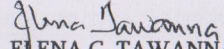
Training Requirements: none required

Eligibility Requirements: CS Sub-professional/1st Level Eligibility

Rank	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			2017	2016	Average				
1	BOSICAO, JULIE MAY LP	F	JULY - DECEMBER 2017 JANUARY - JUNE 2017 JULY - DECEMBER 2016			Bachelor of Science in Information Technology	w/ trng.		CS Prof
2	CARBONEL, BELIN A.	F	JULY - DECEMBER 2017 JANUARY - JUNE 2017 JULY - DECEMBER 2016	4.37 4.37 4.07		BS in Financial Mgmt. & Mgmt. Acctg.	w/ trng.	- Admin. Aide VI- DepED CAR, RO - 3/23/16 to present	CS Prof
3	CAYAMBAS, SANDRA G.	F	JULY - DECEMBER 2017 JANUARY - JUNE 2017 JULY - DECEMBER 2016			BSE			LET
4	CHENG, SEBASTIAN T.	M	JULY - DECEMBER 2017 JANUARY - JUNE 2017 JULY - DECEMBER 2016					- Library Research Assistant - 7/1/16 to 11/30/16 - Research Assistant - 4/1/16 to 6/30/16	CS Prof

Date of Posting: March 20, 2018 (To be posted for at least fifteen (15) CALENDAR DAYS)

Prepared by:


 ELENA C. TAWANNA
 AO IV

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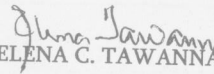
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Experience Requirements: none required
Training Requirements: none required
Eligibility Requirements: CS Sub-professional/1st Level Eligibility

No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			Period	Rating	Remarks				
5	COBARRUBIAS, JOSE LORENZO C.	M	JULY - DECEMBER 2017	4.35		Bachelor of Science in Information Technology	w/ trng.	- Admin. Aide VI- DepED CAR, RO - 10/30/15 to present	CS Prof
			JANUARY - JUNE 2017	4.35					
			JULY - DECEMBER 2016	4.10					
6	ESPEJO, RUBINETTE A.	M	JULY - DECEMBER 2017			Bachelor of Science in Nursing - 2nd year only	w/ trng.	ADA4 - BSU (JO) - 2/20/17 to present Account Specialist - E-Precision Contacts Solution - 1/20/17 to 2/20/17	CS Prof
			JANUARY - JUNE 2017	4.50					
			2013-2014	3.50					
7	FERNANDEZ, ROXANNE K.	F	JULY - DECEMBER 2017			BS in Nursing BS in Physical Therapy I - 239 units		- Medical Editor/Medical Transcriptionist - Optimum Transource, Inc - 7/4/14 to 9/30/17	CS Sub-Prof
			JANUARY - JUNE 2017						
			JULY - DECEMBER 2016						
8	JULIAN, JULIECAR B.	F	JULY - DECEMBER 2017			2nd Year - BS in Mgmt. Acctg.	w/ trng.		CS Prof
			JANUARY - JUNE 2017						
			JULY - DECEMBER 2016						
9	KALAW, DHELMA P.	F	JULY - DECEMBER 2017			- BSED - General Science - Computer Secretarial	w/ trng.	- Substitute Teacher - SDO Mt. Province - Classroom Teacher - St. James HS -6/18/15 - 5/31/16 - Laborer I, LGU Bontoc - 10/1/09 - 12/29/09	LET
			JANUARY - JUNE 2017						
			JULY - DECEMBER 2016						

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	Name	Performance Rating			Education	Training	Experience	Eligibility
10	LUMPIO, LYKA A.	JULY - DECEMBER 2016	4.48		Bachelor of Arts in English MPA - 30 units	w/ trng.	- Admin. Aide IV - DepED CAR - RO - 10/30/15 - Present - Admin. Asst. IV (JO)- BSU 1/16/15 - 3/31/15; 4/1/25-6/30/15	CS Prof
11	LUQUEY, MERYL JOY J.	JULY - DECEMBER 2017 JANUARY - JUNE 2017 JULY - DECEMBER 2016			- MPA -BSBA MAJOR IN FINANCIAL MANAGEMENT	w/ trng.	- Admin. Aide (JO) - DENR - 3/1/17 - 12/31/17 - Benguet Congressional Dist. Office - 7/22/13 to Present - Part time Instructor - BVS - 8/17/15-12/18/15 - SK Chairman, Tuba, Benguet - 10/25/07 - 10/29/10	Brgy. Official Eligibility
12	MARANES, EDEN VINA L.	JULY - DECEMBER 2017 JANUARY - JUNE 2017 JULY - DECEMBER 2016			-BS in Applied Statistics			CS Prof
13	SAL-AO, MAE HEART O.	JULY - DECEMBER 2017 JANUARY - JUNE 2017 JULY - DECEMBER 2016			BS in Agriculture		- Legal Researcher/Messenger - Nazarro & Partners - 1/3/17 to present	RA 1080 (Agriculture)

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14	SIANO, RYAN GEORGE A.	JULY - DECEMBER 2017			- BS Criminology	w/ trng.		RA 1080 (Criminology)
		JANUARY - JUNE 2017			- Bachelor of Laws and Letters			
		JULY - DECEMBER 2016						
15	TIWAKEN, NOELA D.	JULY - DECEMBER 2017			- BS in Financial Mgmt. and Mgmt. Accounting		- Pharmacy Assistant - Mega Trade Drug and Enterprises - Nueva Viscaya	CS Prof
		JANUARY - JUNE 2017						
		JULY - DECEMBER 2016						
16	VERSOLA, DENISEE D.	JULY - DECEMBER 2017			- Bachelor of Arts in English	w/ trng.	- Online Teacher -Jiesen English Language School online Teaching - 9/15/15 to 11/15/17 to present	LET
		JANUARY - JUNE 2017						
		JULY - DECEMBER 2016						
17	VICENTE, CARRIESHNE F.	JULY - DECEMBER 2017			- BS in Applied Statistics		- Civil Registry Services Support Associate - 3/6/17 to 7/13/17 - Civil Registry Services Staff - 9/5/16 to 3/3/17 - Program Officer - 3/14/14 to 7/22/16 - Service Crew (Cashier) - 1/31/13 to 7/27/13 - Service Crew - 2/12/12 to 7/30/12	CS Sub Prof
		JANUARY - JUNE 2017						
		JULY - DECEMBER 2016						

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			Period	Rating								
18	WAKIT, MELANI, C.		JULY - DECEMBER 2017 JANUARY - JUNE 2017	4.56	- BS in Agriculture	w/ trng.	- Forest Ranger-PENRO Benguet - 9/1/15 to present - Extension Officer - CENRO Baguio - 1/17/12 to 8/31/15	LET				
		JULY - DECEMBER 2016 JANUARY - JUNE 2016	4.42 4.57									
19	WALANG, KENJIE D.		SEPT. - DECEMBER 2017 JANUARY - JUNE 2017	4.64					Bachelor of Technical Teacher Education	w/ trng.	-Project Assistant II (DOST) - 9/4/17 to 12/31/17 - IT Specilaist (Manipha Global Outsourcing Corp.) 4/3/17 to 9/2/17 - Office Assistant (Pines City Colleges) - 8/8/16 to 12/31/16	CS Prof
		JULY - DECEMBER 2016										
20	OCHINANG, ERNESTO D.	M	JULY - DECEMBER 2017 JANUARY - JUNE 2017		Bachelor of Elementary Education	w/ trng.	ADAIV - DOH - 7/27/16 to present Lab Technician (JO) - DOST ADAIV/Mechanic (JO) - DOST - 7/2015 to 12/31/15 Welder/Grinder-OFW - 10/28/05 to 10/28/2011	CS Prof				
		JULY - DECEMBER 2016										
21	MARTIN, GRETCHEN	F					Substitute Teacher - 2/10/14 to 3/31/14; 8/18/14 to 9/24/14; 10/13/14 to 12/5/14	LET				

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22	SUMCAD, KRYSTAL ANNE S.	F				BS in Financial Management	Teacher - 9/2008 to 4/2017 Tech. Support Rep. - 3/2007 to 3/2008	CS Prof LET	
23	SISON, MARIO JOHN MATEO	M				BS Accountancy Master in Management	Exe. Sec. - Prince Mohammed Fahd University - 4/3/08 to Present ADA3 - Arullo HS - 11/16/01 to 4/2/08 ADA1 - DPWH - 10/1/86 to 11/15/01	CS Prof	

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