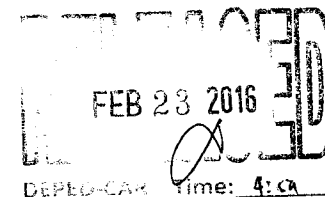


**DEPED-CAR REGIONAL OFFICE
SELECTION LINE-UP OF APPLICANTS**



Position Title: Administrative Assistant III
OSEC-DECSB-ADAS3-90008-2004

Publication: 1/8-29/2016

Salary Grade: 9
Level: 1

Qualification Standards for: Administrative Assistant III per CSC QS (Revised 1997)

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

Experience Requirements: 1 year of relevant experience


Training Requirements: 4 hours of relevant training

Eligibility Requirements: Relevant MC 11, s. 1996/CS Sub-professional/1st Level Eligibility

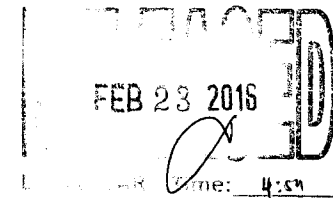
No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			Period	Score	Grade				
1.	ARCEO, KAREN G.	F	Jan. to Jun 2014	4.0958	VS	BS Commerce - Banking & Finance	with trainings	ADA III -Benguet Gen. Hos. - 6/16/2014 to present - Casual ADA I; Clerk , ADA IV, III - BSU	CS Prof.
			July to Dec. 2014	4.125	VS				
			Jan. to Jun 2015	4.29	VS				
			July to Dec. 2015						
2.	BALURA, VALENTINA CONCHITA S.	F	July to Dec. 2015 (Not signed)	4.493	VS	BSC Management	with trainings	Admin. Asst II - 3/1/2004 to present DEMO II - 2/4/99-2/29/04 Clerk III, Budgeting Aide	CS Prof.
			Jan. to Jun 2015(not signed)	4.493	VS				
			July to Dec. 2014	3.75	VS				
			Jan. to Jun 2014	9.85	O				
			July to Dec. 2013	10	O				
3.	BENIASAN, ALMIRA D.	F				BS In Accountancy	with trainings	Admin Aide - MLGU- Bokod- Jun 2, 2015 to present; 10/26-2010-11/15/2011; 1/8/2004 - 11/7/2010	CS Prof.
4.	CARBONEL, BELIN A.	F	Sept. 7 to Dec. 31, 2015	4.13	VS	BS in Financial Mgmt.	with trainings	ADA VI - Besao LGU- 10/16/2012-12/31/2012 - JO Proj. Admin/Accounting Clerk - Delta Earthmoving Inc. - 7/30/2010-10/20/2012	CS Prof.

Date of Posting: February 23, 2016 (To be posted for at least fifteen (15) CALENDAR DAYS)

Prepared by:


ELEONORA A. ALBIDAS
 AO V (Personnel Section)

**DEPED-CAR REGIONAL OFFICE
SELECTION LINE-UP OF APPLICANTS**



Position Title: Administrative Assistant III
Salary Grade: OSEC-DECSB-ADAS3-90008-2004
Level: 9
Level: 1

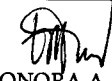
Publication: 1/8-29/2016

Qualification Standards for Administrative Assistant III per CSC QS (Revised 1997)
Education Requirements: Completion of 2 years studies in college or High School Graduate w/ relevant vocational/trade course
Experience Requirements: 1 year of relevant experience
Training Requirements: 4 hours of relevant training
Eligibility Requirements: Relevant MC 11, s. 1996/CS Sub-professional/1st Level Eligibility

No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
5.	CASTILLO, LANI MAY N.	F				BS in Financial & Mgmt. Accounting	with trainings	Municipal Fin'l Analyst- DSWD-CAR-9/13/14-1/30/15 Comp Operator I - DENR	CS Prof.
6.	DOMINGUEZ, JEMUEL S.	M				BS in Financial & Mgmt. Accounting	with trainings	Accounting Asst. - North Luzon Operations/Universal Storefront Services Corp. 12/17/2012-1/15/2016	CS Prof.
7.	GOMUAD, WRESLEY BENETTE D.	F				BS Commerce		Payroll Officer/Coordinator- Hydropiter Konstraksyon - 11/9/2010 to present Data Encoder; Youth mentor	CS Prof.
8.	KIDKID, YVONNE RACHEL B.	F	July to Dec. 2015 Feb 23 to Apr 15, 2015 Apr 29, 2014 - Dec 2014	3.72 4 4		BS in Accountancy BS in Mgmt. Accounting	with trainings	ADA VI - CHED - 4/16/15 to present Project Support Staff - 2/23-4/15/2015; 4/29-12/31/2014	CS Prof.
9.	KINNUD, LORNA D.	F	Jul to Dec. 2015 Jan to June 2015 Jul to Dec. 2014	1.35 1.33 4.00	○ ○	Completed acad req for Master in Comm Dev't BS accountancy	with trainings	Branch Manager - Cordillera Comm & Family Assistance for Progress, Inc. - 7/1/2012 to present Field officer/Team Leader - Cord. Parents Federation, Inc.	CS Prof.

Date of Posting: February 23, 2016 (To be posted for at least fifteen (15) CALENDAR DAYS)

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**DEPED-CAR REGIONAL OFFICE
SELECTION LINE-UP OF APPLICANTS**

RELEASED
FEB 23 2016
DEPED-CAR
4:50

Position Title: Administrative Assistant III
OSEC-DECSB-ADAS3-90008-2004

Publication: 1/8-29/2016

Salary Grade: 9
Level: 1

Qualification Standards for: Administrative Assistant III per CSC QS (Revised 1997)

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

Experience Requirements: 1 year of relevant experience


Training Requirements: 4 hours of relevant training

Eligibility Requirements: Relevant MC 11, s. 1996/CS Sub-professional/1st Level Eligibility

	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
10.	PALACSA, PRESCILLA D.	F	Jul to Dec. 2015	3.50	<input type="radio"/>	Bachelor of Laws; BSC Entrepreneurship	with trainings	Admin Staff 4 - CCDC - 6/1/2015 to present Admin Staff 4, Amin Staff 3	
			Jan to June 2015	3.81	<input type="radio"/>				
			Jul to Dec. 2014	3.87					
11.	SIXTO, YVES Y.	M	Jul to Dec. 2015	4.30		BSN 18 Prof. Ed. Units	with trainings	ADAS I - 7/1/2015 to present ADA III - 3/25/2010- 6/30/2015	Board for Tchers/Nursi ng
			Jan to June 2015	4.30					
			Jul to Dec. 2014	4.00					
12.	TORIBIO, MARIVIE A.	F				Bachelor of Science in Accountancy	with trainings	Municipal Fin'l Analyst-DSWD- 9/8/2014 to 12/31/15 Accountant - City & Land Developers Contractual Clerk	CPA
13.	WOODEN, MARIVIC P.	F				BS in Information Technology	with trainings	ADA IV- DSWD-CAR Product Specilaist/Technician-EPISTAR Corp. Data encoder; IC assembler	

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