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	<h2 style="margin: 0;">General Quality Form</h2>		<p>Document Code: CAR-QF-ADMIN-PS-02                  Revision: 00                  Effectivity Date: 06-18-2018</p>
<h3 style="margin: 0;">SELECTION LINE UP OF APPLICANTS</h3>			<p>Name of Office: Administrative Division - Personnel Section</p>

**SELECTION LINE UP OF APPLICANTS**

<b>Position Title:</b>	<u>ADMINISTRATIVE AIDE VI (ADA VI)</u>	<b>Salary Grade:</b>	<u>6</u>
<b>Item Number:</b>	<u>OSEC-DECSB-ADA6-90015-2004</u>	<b>Level:</b>	<u>First Level</u>
<b>Qualification Standards:</b>		<b>Training Requirements:</b>	<u>none required</u>
<b>Education Requirements:</b>	<u>Completion of two-year studies in college or HS graduate with relevant vocational/trade course</u>	<b>Eligibility Requirements:</b>	<u>CS -Sub-Professional/1st level eligibility</u>
<b>Experience Requirements:</b>	<u>None required</u>		

No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			Period	Numerical	Adjectival				
1	Begawan, Jenny S.	F	- Jan to Dec 2020	93.500		Bachelor of Secondary Education (BSE) (Major in Filipino)	with trainings	- Legal Document Entry Specialist - Global Agility Solutions (4/25/2019 to 1/21/2021) - Cashier - Dap-ayan Ext. Native Cuisine (11/1/2018 to 3/31/2019)	LET
2	Belino, Wenyfreda B.	F				Bachelor of Science in Management Accounting (BSMA)  Bachelor of Science in Accountancy (BSAc)		Cashier - Pete's top Convenience Store (06/2019 to Present)	CS Professional
3	Binaliw, Arianne L.	F				Bachelor of Elementary Education-General Education	with trainings	PDO I - DSWD (8/19/2019 to 12/31/2019) English as Second Language Teacher - APIBECI Academy Incorporation (11/27/2018 to 5/2/2019)	LET
4	Cadap, Barry D.	M				Bachelor of Elementary Education	with trainings	Security Guard , Sidekick Force - DepEd CAR, RO (11/2020 to 03/2021)	LET
5	Casimero, Juliet M.	F	- Jan to Dec 2020	4.955	O	Bachelor of Science in Computer Science (BSCS)	with trainings	- ADA IV - BSU (3/29/2017 to Present) - ADA III - BSU (11/16/2015 to 3/28/2017) - Payroll Clerk/Encoder - Benguet Central College (7/21/1997 to 5/31/2002)	CS Professional

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No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			Period	Numerical	Adjectival				
6	Castillo, Divina Gracia L.	F	- Jan to Jun 2019 - July to Dec 2019 - Jan to Jun 2018 - July to Dec 2018 - Jan 9 to April 2, 2017 - May 16 to Nov 15, 2016	4.87 4.55 4.68 4.6 4.85 4.94	VS VS VS VS	Bachelor of Arts in Communication	with trainings	- Project Assistant I - DOST CAR (1/16/2018 to 1/31/2020) - BuB Proj. Asst./PHA/AA IV/Health Educ & Promotion Officer I (5/16/2016 to 6/30/2017) - Library Assistant - Can I Talk English Acad Inc. (12/16/2015 to 2/12/2016) - Clerk - SLU (2/7/2014 to 3/31/2014 ; 4/28/2014 to 5/27/2014; 10/7/2014 to 12/13/2014)	CS Professional
7	Dumaguing, Ruby Rose E.	F				Bachelor of Science in Mechanical Engineering (BSME)	with trainings		CS Professional
8	Estacio, Marty Deion T.	M	- Jan to Dec 2020 - Sept. 23 to Dec 2019 - Jan to Jun 2019	4.9 4.84 4	O O VS	Bachelor of Science in Information Technology	with trainings	- ADA IV - DepEd CAR, RO (09/2019 to Present) - IT Support - BAPTC (09/2015 to 09/2019) - IT Support - Skillsnet Incorporated (4/2013 to 09/2015) - General Transcriptionist - Optimum Transource Incorporated (11/2012 to 04/2013)	CS Professional
9	Melis, Marvin M.	M				Bachelor of Science in Electronics Engineering (BSECE)			CS Professional
10	Mendeja, Jill Elizabeth D.	F				Bachelor of Arts in English		- Customer Sales Representative (CSR) - SITEL (11/2019 to Present) - Teacher - On Demand English Innovation (8/15/2017 to 5/5/2019)	LET CS SubProfessional
11	Minong, Rushel A.	F	July 21, 2020 to Dec 31, 2020 'July 1, 2019 to June 30, 2020	4.603 5	O	Bachelor of Science in Commerce (Entrepreneurship)  Bachelor of Science in Accountancy (BSAc)	with trainings	- Administrative Aide - DepEd CAR, RO (7/21/2020 to Present) - Bookkeeper - Cordillera Brotherhood Transport Service MPC (3/1/2020 to 8/31/2020) - Accounting Assist. - COHECO BADEO Corp. (2/5/206 to 6/30/2020) - Acct. Officer - La Trinidad Municipal Employees Multi-Purpose Coop. (3/11/2015 to 1/31/2016) - Loan Officer - Rural Bank of Buguias, Inc. (10/18/2010 to 10/28/2015) - ADAS - Ecumenical Church Loan Foundation (8/16/2004 to 06/20/2007)	CS Professional

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No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			Period	Numerical	Adjectival				
12	Taquio, Jenny S.	F	- July to August 2020 - Jan to December 2019 - Jan to December 2018	4.97 3.74 3.9145	O VS VS	Bachelor of Science in Psychology	with trainings	- Admin. Aide III - DepEd-CAR, RO (2/8/2021 to Present) - PHILSYS Statistical/Admin. Clerk - PSA-Beng. Provincial Statistical (1/4/2021 to 2/5/2021) - ADAS II - PSA-Beng. Provincial Statistical (7/13/2020 to 12/31/2020) - Psychologist - Phil. Mental Health Association Cordillera Chapter Incorp. (2/1/2017 to 1/15/2020)	RPm CS Professional
13	Visaya, Rebeca J.	F	- FY 2020 - Jan to June 2019	4.32 4.38	VS VS	Bachelor of Science in Information Technology	with trainings	- ADA IV - BSU Open University (7/19/2018 to Present) - Acctg staff - Granville Supply Chain Mgmt Corp. (3/2018 to 6/2018) - Reg'l Distributor Sales Info Officer - KM6 General Merchandise (2/2015 to 6/2017) - Admin Staff - KM6 General Merchandise (8/2013 to 8/2014)	CS Professional
14	Tip-ac, Cyril Jhan G.	M				Bachelor of Science in Accountancy (BSAc)	with trainings	- TUPAD - Municipal Office of LTB (10/12/2020 to 12/29/2020) - Bookkeeper - Farm Options (6/1/2019 to 8/31/2019) - Brand Ambassador - APPCO Group Ph. (1/1/2019 to 3/31/2019) - Supply Aide - PRC (09/2017, 03/2018, 09/2018, 11/10-11,15-16/2020)	CS Professional
15	Tolawan, Maryjane K.	F	- Jul to Dec 2020 - Jan to Jun 2020 - Jul to Dec 2019	4.065 4.065 4.3		Bachelor of Secondary Education (BSE) (Major in Physical Science)	with trainings	- Secretary II - Dept. of Agriculture -RO,CAR (1/1/2019 to Present) - Secretary/Academic Instructor - BVS College (8/2/2014 to 12/15/2018) - Classroom Teacher - SL HS of Balatoc, Inc. (8/2012 to 4/2014) - Tutor - Kids Logic Tutorial Center (9/11/2011 to 5/2012) - Substitute Teacher - BeNHS (6/23/2011 to 7/22/2011)	LET

To be posted for at least fifteen (15) CALENDAR DAYS

Prepared by:

  
**DUMAS D. ABAN**  
 Administrative Officer II