



MAY 11 2021

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

SELECTION LINE UP OF APPLICANTS

Position Title:	ADMINISTRATIVE ASSISTANT V (DATA)	Salary Grade:	11
Item Number:	OSEC-DECSB-ADAS5-90002-2004	Level:	First Level
Qualification Standards:			
Education Requirements:	Completion of two-year in college studies or High School graduate with relevant vocational/trade course	Training Requirements:	8 hours of relevant trainings
Experience Requirements:	2 years of relevant experience	Eligibility Requirements:	CS Sub-Professional/First Level Eligibility

No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			Period	Numerical	Adjectival				
1	AQUINO, EUGENE C.	M	Jan-Dec 2020 Jan - Dec 2019 Jan - Dec 2018	4.842 4.933 4.633		BSC - Management	with trainings	ADAS1 - DepED-CAR Regional Office - 6/29/2015 to Present Baguio Teachers' Camp - JO -8/26/2014 to 10/24/2014 DepED-CAR, Regional Office - 11/16/2007 to 12/31/2013	CS Sub-Prof
2	BALURA, VALENTINA CONCHITA S.	F	Jan-Dec 2020 Jan - Dec 2019 Jan - Dec 2018	4.720 4.920 4.600		30 units - MPA BSC - Management	with trainings	ADAS3 - DepED-CAR, Regional Office - 3/23/16 to Present ADAS2 -DepED-CAR, Regional Office - 3/1/2004 to3/22/2016 DEMO II, Clerk III, Budgeting Aide	CS Sub-Prof LET
3	BOTALON, AUGELIE D.	F	Jan-June 2020 July - Dec 2020 July - Dec 2019	5.000 5.000 5.000		MPA BSC - Fin'l Management	with trainings	ADA6 - BSU - 11/15/201 to present ADA4 - BSU - 1/15/2015 to 11/14/2019 ADA1 - BSU - 9/17/2012 to 1/4/2015	CS Prof CS Sub-Prof
4	CARBONEL, JAYSON L.	M	Jan-June 2020 July - Dec 2020 July - Dec 2019	5.000 5.000		BSBA - Fin'l Management	with trainings	Bookkeeper - BSU - 2/3/2020 to present; 2/26/18 to 12/31/19 ADA4 - BSU - 10/22/2019 - 12/31/2019 Budgeting Aide - 7/5/17 to 12/31/17; ADA3 - 1/9/17-6/30/17	CS Prof LET
5	COLAS, DWAYNE RYLAND P.	M	Jan-Dec 2020 Jan - Dec 2019 Jan - Dec 2018	4.900 4.780 4.650		BS in Accountancy	with trainings	ADA6 - DepED-CAR, Regional Office - 10/30/2015 to present	CS Prof

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SELECTION LINE UP OF APPLICANTS

Position Title: ADMINISTRATIVE ASSISTANT V (DATA) **Salary Grade:** 11
Item Number: CONTROLLER III) **Level:** First Level
Qualification Standards: OSEC-DECSB-ADAS5-90002-2004
Education Requirements: Completion of two-year in college studies or High School graduate with relevant vocational/trade course **Training Requirements:** 8 hours of relevant trainings
Experience Requirements: 2 years of relevant experience **Eligibility Requirements:** CS Sub-Professional/First Level Eligibility

No.	Name	Sex	Performance Rating			Education	Training	Experience	Eligibility
			Period	Numerical	Adjectival				
6	LUQUEY, MERYL JOY J.	F	Jan-Dec 2020	4.570		MPA		ADAS2 - SDO - Baguio City -9/10/2018 to Present	CSC Res. No. 93-3666 (Brgy. Official)
			Jan - Dec 2019	4.540		BSBA - Fin'I Management	with trainings	ADA - DENR - 3/1/2017 to 12/31/2017	
			Jan - Dec 2018	4.507				Benguet Congressional District Office - 7/22/13 to 1/13/17	
7	ALMACEN, KAREN KATE C.	F	Jan-Dec 2020			BSBA - Fin'I Management		Teller - Phil Postal Savings Bank - 5/8/14 to 10/3/18	CS Sub-Prof
			Jan - Dec 2019				with trainings	LGU - Assessment Clerk - 2/18/13 - 9/30/13	
			Jan - Dec 2018					LGU - ADA1 - 10/1/13 to 12/31/13	
8	SORIANO, JULIE ANN B.	F	Jan-Dec 2020	4.840		MBA		ADAS3 - SDO Benguet -8/1/17 to Present	CS Sub-Prof
			Jan - Dec 2019	4.81		BS in Financial Management	with trainings	Acctng. Clerk - 7/4/16 to 7/31/17	
			Jan - Dec 2018	4.840				Cashier - BAPTC - 3/1/16 to 6/30/16	
9	MAGSIANO, MARYLOU	F	2020	4.910		BSIT	with trainings	Procurement Office-BSU - 10/24/19 to present	LET
			2019	4.920				Teacher Yesu Maeul . . . - 12/27/16 to 2/10/2017	

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

Prepared by:

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 AO IV