INITIAL EVALUATION RESULT

POSITION: PROJECT DEVELOPMENT OFFICER I
SALARY GRADE: SG 11/27,000.00
QUALIFICATION STANDARD
EDUCATION: Bachelor's Degree relevant to the job
EXPERIENCE: None required
TRAINING: None required
ELIGIBILITY: Career Service (Professional) Second Level Eligibility

CODE		EDUCATION	EXPERIENCE		TRAINING		ELIGIBILITY	QUALIFIED OR DISQUALIFIED
			DETAILS	YRS	TITLE	HRS		
PDO1-2023-000001		Bachelor of Elementary Education	Municipal Health Officer	1	Training for Developing Leadership and Management Skills for Empowerment of School's Internal Stakeholders and Strategic Planning	24	LET	QUALIFIED
PDO1-2023-000002		Tomas Del Rosario College BSBA - Management	Senior P3 Provincial Coordinator	5	none	none	LET	QUALIFIED
PDO1-2023-000003		BS in Management Information System	DepEd Bataan: Admin. Assistant II	3	Strategic Planning and Midyear Assessment : 2023	24	CS (Professional)	QUALIFIED
PDO1-2023-000004		BS in Commerce (Banking & Finance)	Administrative Aide IV MOOE Clerk	1	International Training on PostPandemic Leadership Strategies in Education	80	CS (Professional)	QUALIFIED
PDO1-2023-000005		BSED major in MAPEH	Barangay Health Aide Contact Tracer	6 months 6 months	Basic Computer Literacy : 2023	80	LET	QUALIFIED
PDO1-2023-000006		BS in Computer Engineering	none	-	none	-	CS (Honor Graduate)	QUALIFIED
PDO1-2023-000007		BS in Business Management	Negosyo Center Senior Business Counsellor ACLC: Instructor	7 7	Small Business Counselors Course	16	LET	QUALIFIED
PDO1-2023-000008		BSED major in Social Studies	BALSIK NHS: TII	7	International Educational Management and Leadership Training Series	40	LET	QUALIFIED
PDO1-2023-000009		Bachelor or Elementary Education	DepEd Bataan: Admin Aide I	9 mos.	Webinar on Stress Management for the Non-teaching Personnel	8	LET	QUALIFIED
PDO1-2023-000010		Bachelor or Elementary Education	Organizational Development Officer 2	1	National Seminar Worshop on Instructional Development Design and Assessment in a Flexible Learning Development	8	LET	QUALIFIED
PDO1-2023-000011		Bachelor or Elementary Education	Data Encoder Baragay Health Aide Contact Tracer	2 mos. 6 mos. 4 mos.	Bookkeeping for non-accountant training	24	LET	QUALIFIED
PDO1-2023-000012		BS in Computer Science Network and Data Communication Systems	PSB: Administrative Aide III	1 yr and 4 mos.	International Training on School Leadership and Pedagogical Enhancement for 21st Century Educators	40	LET	QUALIFIED
PDO1-2023-000013		BSBA - Human Resources Development Management	Credit Analyst	10 mos.	none	-	LET	QUALIFIED

INITIAL EVALUATION RESULT

POSITION: ADMINISTRATIVE ASSISTANT II (DISBURSING)
SALARY GRADE: SG 8/19,744.00
QUALIFICATION STANDARD
EDUCATION: Completion of 2 years in College
EXPERIENCE: 1 year relevant experience
TRAINING: 4 hrs relevant training
ELIGIBILITY: Career Service (Sub-Professional) First Level Eligibility

CODE		EDUCATION	EXPERIENCE		TRAINING		ELIGIBILITY	QUALIFIED OR DISQUALIFIED
			DETAILS	YRS	TITLE	HRS		
ADAS2-2023-000001		BS in Management Information System	Administrative Aide IV	3	Orientation and Training on the use of Real Property Tax Collection System	8	CS(Sub-professional)	QUALIFIED
ADAS2-2023-000002		BSBA - Marketing Management	Assistant Bank Cashier	5	Advanced Bookkeeping and Financial Management for Proffessionals	80	CS (Professional)	QUALIFIED
ADAS2-2023-000004		Bachelor of Elementary Education	Administrative Aide III	3	International Webinar-Training/Workshop on Leadership and Financial Management for Teaching and Non Teaching Personnel	40	CS(Sub-professional)	QUALIFIED
ADAS2-2023-000005		BS in Accountancy	Senior Accounting Staff	2	Cooperative Codes, Anti Mo Understanding	8	CS (Professional)	QUALIFIED
ADAS2-2023-000006		BSBA - Marketing Management	Assistant Restaurant Manager 2	1y, 6mos.	Disbursement in the Philippines	8	CS (Professional)	QUALIFIED

POSITION: ADMINISTRATIVE ASSISTANT III - BOOKKEEPER
SALARY GRADE: SG 9/21,129.00
QUALIFICATION STANDARD
EDUCATION: Completion of 2 years in College
EXPERIENCE: 1 year relevant experience
TRAINING: 4 hrs relevant training
ELIGIBILITY: Career Service (Sub-Professional) First Level Eligibility

CODE		EDUCATION	EXPERIENCE		TRAINING		ELIGIBILITY	QUALIFIED OR DISQUALIFIED
			DETAILS	YRS	TITLE	HRS		
ADAS3-2023-000001		BSBA - Marketing Management	Assistant Bank Cashier	5	Advanced Bookkeeping and Financial Management for Proffesionals	80	CS (Professional)	QUALIFIED
ADAS3-2023-000002		BS in Accountancy	Chief Compliance Officer	23	What you need to look in preparing Income Tax Return to avoid Tax Exposures	8	CS(Sub-professional)	QUALIFIED
ADAS3-2023-000003		BS in Information Technology	Administrative Assistant VI	6	Training on Financial Consumer Protection Trainig of Farm Record Keeping and Simple Bookkeeping and Accounting for non-accountant	16	CS (Professional)	QUALIFIED
ADAS3-2023-000004		Bachelor of Elementary Education	Guidance Counselor I	13	Division Seminar-Workshop on the preparation of work and financial plan for the calendar year 2018	16	CS(Sub-professional)	QUALIFIED
ADAS3-2023-000005		BS in Accountancy	Accountant	2	Bookkeeping	8	LET	QUALIFIED
ADAS3-2023-000006		BS in Accountancy	Senior Accounting Staff	2	Cooperative Codes, Anti Money Laundering Law, and SEC Compliance	8	CS (Professional)	QUALIFIED
ADAS3-2023-000007		BS in Accounting Technology	Accounting Processor A	2	Basic Bookkeeping and Accounting for Non-Accountants	80	CS (Professional)	QUALIFIED
ADAS3-2023-000008		BS in Accountancy	Administrative Aide IV Provident Fund Clerk	1y, 10mos.	Seminar Workshop on Budget-Accounting-Reporting Processes	8	CS (Professional)	QUALIFIED
ADAS3-2023-000009		BSBA - Marketing Management	Assistant Restaurant Manager 2	1y, 6mos.	Understanding Disbursement in the Philippines	8	CS (Professional)	QUALIFIED
ADAS3-2023-000010		BS in Accountancy	Bookkeeper	12	Financial Management for Cooperatives	8	CS (Professional)	QUALIFIED