

INITIAL EVALUATION RESULT (IER)

Position: **Administrative Assistant II (Disbursing Officer II)-Office of the Schools Division Superintendent**
 Salary Grade and Monthly Salary: **8 / 19,744.00**
 Qualification Standards:
 Education: **Completion of two-year studies in college**
 Training: **Four (4) hours of relevant training**
 Experience: **one (1) year relevant experience**
 Eligibility: **Career Service (Sub-Professional); First Level Eligibility**

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years		
1	ADAS2-OSDS-001-2024	BACHELOR OF SCIENCE IN ACCOUNTANCY	PURCHASING AND ASSET MANAGEMENT OFFICER TRAINING / JANUARY 29-31, 2020 / 3-DAYS MICROSOFT WORD, EXCEL, POWERPOINT TRAINING / OCTOBER 31, 2017 / EIGHT HOURS	80	BUSINESS AND CLIENT RELATIONS ASSOCIATE / CEBUANA LHULLIER - PAWNSAFE SERVICES CORPORATION / JANUARY 11, 2023 TO NOVEMBER 28, 2023 PURCHASING AND ASSET MANAGEMENT OFFICER / STI EDUCATION SERVICES GROUP, INC. / OCTOBER 15, 2013 TO APRIL 30, 2020 BOOKKEEPER / STI EDUCATION SERVICES GROUP, INC. / JULY 08, 2010 TO OCTOBER 14, 2013	10	CAREER SERVICE PROFESSIONAL	Qualified
2	ADAS2-OSDS-002-2024	Bachelor of Science in Accountancy	HOPE BASIC COURSE, 08/07/2023 to 08/10/2023, 32hrs Dialogue with CPA,Tax Practitioners & Bookkeepers, 06/21/2022, 3hrs SECuring the Philippine Capital Market & Business Sector Webinar Series, 03/19/2021 to 03/26/2021, 6hrs	41	Asia Pacific Medical Center-Aklan, 03/01/2023 to Present Atty.Marion M. Pescasiosa Law & Accounting Firm, 02/01/2019 to 02/28/2023 Fil-Anaserve Incorporated, 02/01/2016 to 11/30/2018	7	CSE Career Service Professional Examination CSE Fire Officer Examination NAPOLCOM PNP Entrance Examination	Qualified
3	ADAS2-OSDS-003-2024	Bachelor of Science in Bussines Administration major in Financial Management	10-Day PPST - based Training on ICT in Education	240	Scanasia Oversease Inc. June 16, 2013 to March 31, 2024	10	Licensure Examination for Teacher	Qualified
4	ADAS2-OSDS-004-2024	Associate in Office Information Management	MPOWER TRAINING - NOV. 20-22,2023 (24hrs) LEGAL TRAINING- JULY 12-14, 2023 (24 hrs) ORDINANCE TEMPLATE Workshop- MAY 16-19,2023(24hrs) MPOWER TRAINING ON TOBACCO CONTROL - JULY 28-30, 2020 (24hrs) ENFORCERS TRAINING OF TRAINORS - AUGUST 26-27, 2024(16hrs)	112	Provincial Health Office Aklan- March-December 2019 Provincial Health Office Smoke-Free Aklan Project -January 2020-present	4	Sub Professional Eligibility (82.42%)	Qualified
5	ADAS2-OSDS-005-2024	Bachelor in Elementary Education ;MASTER OF ARTS IN EDUCATION MAJOR IN EDUCATIONAL MANAGEMENT	1. WORKSHOP TO FORMULATE LOCAL NUTRITION ACTION PLAN (LNAP) FOR THE PROVINCE OF AKLAN - 10/16/2023a€10/28/2023 24 HOURS (DEPARTMENT OF HEALTH WESTERN VISAYAS AND NATIONAL NUTRITION COUNCIL REGION VI) 2. TRAINING FOR COMPLETED STAFF Work, 09/26/2023a€09/29/2023 16 HOURS (Department of Interior and Local Government, Human Resource Management Division) 3. ON-SITE TRAINING ON INTEGRATED CLINIC INFORMATION SYSTEM (CLINICSYS) 07/11/2023a€07/14/2023 32 HOURS (Department of Health (DOH) Western Visayas Center of Health Development Region VI, Provincial Health Office (PHO) Aklan 4. TRAINING COURSE ON THE INTERNATIONAL CLASSIFICATION OF DISEASES (ICD-10) FOR CODERS, 06/19/2023a€06/23/2023 40 HOURS (Department of Health (DOH) Western Visayas Center of Health Development Region VI) 5. TEACHING AND LEARNING WITH MODERN INFORMATION AND COMMUNICATIONS TECHNOLOGIES (ICTs), 04/24/2023 - 04/24/2023 16 HOURS (University of the Philippines Open University Massive Distance Learning) 6. PUBLIC SERVICE ETHICS AND ACCOUNTABILITY AND ORGANIZATIONAL SENSITIVITY TRAINING, 04/24/2023 - 04/24/2023 8 HOURS (DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT - HUMAN RESOURCE AND MANAGEMENT DIVISION) 7. DIGITAL JOBS PH TRAINING - SOCIAL MEDIA MARKETING AND ADVERTISING COURSE, 08/03/2022 - 10/14/2022 3 MONTHS (DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (DICT) REGION VI	760	1. LIAISON ASSISTANT (01/06/2023 - PRESENT) LOCAL GOVERNMENT UNIT OF BANGA MUNICIPAL HEALTH OFFICE 2. ADMINISTRATIVE STAFF (08/01/2018 - 01/15/2023) DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT FIELD OFFICE, BANGA, AKLAN 3. TUTOR (07/31/2017a€07/31/2018) SMART MINDS TUTORIAL SERVICES	6	RA 1080 (LET PASSER)	Qualified

6	ADAS2-OSDS-006-2024	BACHELOR OF SCIENCE IN INDUSTRIAL TECHNOLOGY MAJOR IN FOOD TECHNOLOGY	TEN-DAY SKILLS TRAINING WORKSHOP ON INFORMATION AND COMMUNICATION TECHNOLOGY FOR TEACHER 1 APPLICANT 07/19/2022 - 07/29/2022 80 HOURS	80	SWEET MARYANA 12/01/2022 TO PRESENT PHILIPPINE STATISTICS AUTHORITY 08/10/2020 - 09/12/2020 OFFICE OF THE SANGGUNIANG PANLALAWIGAN 01/01/2018 - 06/30/2018 OFFICE OF THE SANGGUNIANG BAYAN 02/01/2012 - 06/30/2016	6	RA 1080 - PROFESSIONAL TEACHER	Qualified
7	ADAS2-OSDS-007-2024	Bachelor of Science in Accountancy	5S and Solid Waste Management in the Workplace Orientation 8 hrs Kabertek Safety Box Training and Computer Literacy- 72 hrs	80	LGU Kalibo July 18, 2022- Present Gen. F. Castillo Mem. School Mar. 15, 2022- July 15, 2022 Village Manifold Trenders May 18, 1999- Nov. 27, 2021	24	Civil Service Sub-Professional	Qualified
8	ADAS2-OSDS-008-2024	BACHELOR OF SCIENCE IN COMMERCE MAJOR IN COMPUTER MANAGEMENT	PUSO SA PAMUMUNO: HOW TO DESIGN PRODUCTIVE WORKPLACES WITH EMPATHY_02/21/24-02/21/24_2_HRS MAXIMIZING FEEDBACK IN THE WORKPLACE AND ITS IMPACT TO PERFORMANCE_2/14/24-2/14/24_2HRS NAVIGATING LEADERSHIP: A GUIDE TO EFFECTIVE COACHING AND MENTORING_1/31/24-1/31-24_2HRS BUILDING A CULTURE OF BELONGING:LEVERAGING PSYCHOLOGICAL SAFETY IN MODERN WORKPLACES_1/25/24-1/25/24_2HRS BEYOND WORDS:THE IMPACT OF ACTIVE LISTENING ON LEADERSHIP INFLUENCE_1/18/24-1/18/24_2HRS PAGOD KA NA BA?:IDENTIFYING AND MANAGING BURNOUT_12/20/23-12/20/23_2HRS PARENT LEADERS TRAINING CUM TEAM BUILDING OF PANTAWID PAMILYANG PILIPINO PROGRAM_12/18/23-12/19/23_48HRS EMBRACE SUCCESS:UNLEASHING YOUR PERSONAL POWER THROUGH THE EMOTIONAL FREEDOM TECHNIQUE_12/6/23-12/6/23_2HRS FLOWING WITH GRACE:EXPANDING HORIZONS ITH FLOW STATE_11/22/23-11/22/23_2HRS NAVIGATING COMPASSIONATE LAYOFFS:BALANCING EMPATHY AND FAIRNESS_11/15/23-11/15/23_2HRS SKILLS ENHANCEMENT TRAINING ON PANTAWID THRUST AND PRIORITIES FY 2024 CUM PLANNING WORKSHOP FOE PANTAWID MRB's and SDA's_11/13/23-11/14/23_48HRS WELNESS AND THE CULTURE OF CHANGE: A KEY TO A SUCCESSFUL WORKPLACES11/18/23-11/18/23_2HRS SITTING DANGEROUSLY:UNDERSTANDING THE SILENT THREAT TO YOUR HEALTH_10/27/23-10/27/23_3HRS MASTERING OUR ENERGY:MAKING TIME FOR WHATS MEANINGFUL10/25/23-10/25/23_2HRS RAPID CULTURE CHANGE: THE BRUCE LEE WAY WEBINAR_10/9/22-10/9/22_3HRS KABERTEK TRAINING_7/30/23-8/1/23_72HRS	196	DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT 10/2/23-02/24/24 LOCAL GOVERNMENT UNIT KALIBO 6/13/21-6/30/2022 NXT GEN MOTOR TRADERS INC. 04/1/2009-12/31/2020 VILLAGE MOTOR TRADERS INC. 05/1/2007-03/30/2009	14	CAREER SERVICE SUB PROFESSIONAL	Qualified
9	ADAS2-OSDS-009-2024	BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION	HIV CARE AND TREATMENT TRAINING:07/18/2023 - 07/20/202324.0 HRS SEMINAR WORKSHOP ON THE MANAGEMENT OF BARANGAYS FUNDS AND PROPERTY08/11/2023 - 08/13/202324.0 HRS CLIENET CENTERED CASE MANAGMEENT TRAINING05/22/2023 - 05/26/202348.0 HRS FISCAL MANAGEMENT UNDER NEW NORMAL09/28/2022 æ° 09/30/202224.0 HRS 2022 NATIONAL BARANGAY CONGRESS ON THE LIGA NG MGA BARANGAY SA PILIPINAS 08/23/2022 æ° 08/25/202224.0HRS HANDBOOK ON THE FINANCIAL TRANSACTIONS OF THE SANGGUNIANG KABATAAN 08/15/2022 æ° 08/18/202232.0 HRS ENCHANCING THE ABILITIES AND CAPABILITIES OF OUR BARANGAY LEADERS FOR EFFICIENT AND EFFECTIVE PUBLIC SERVICE TO OUR COUNTRY08/11/2022 æ° 08/13/202224.0 HRS LOCAL YOUTH DEVELOPMENT COUNCIL06/12/2022 æ° 06/12/20228.0 HRS KWOWLEDGABLE AND EQUIPPED BARANGAYS - GATEWAY TO EFFICIENT AND PRODUCTIVE LOCAL GOVERNMENT12/12/2021 æ° 12/15/202124.0 HRS ENCHANCING COVID-19 CONTACT TRACING WORK: ADVANCE GUIDE FOR LOCAL GOVERNMENTS AND CONTACT TRACERS AND TOWN HALL	336	CASE MANAGERSUSTAINED HEALTH INCENTIVES OF THE PHILIPPINES 01/02/2024 æ° PRESENT CASE MANAGERLOVE YOURSELF INC#01/2023 æ° 12/31/2023 PEER NAVIGATORLOVE YOURSELF INCO#01/2021 æ° 03/31/2023 SK CHAIRPERSONUDIOT BARANGAY COUNCIL06/30/2018 æ° 11/08/2023 MARKETING PROFESSIONALTOYOTA AKLAN INC.05/15/2018 æ° 08/30/2018 FACULTY EVALUATORTECHNOLOGICAL INSTITUTE OF THE PHILIPPINES01/19/2016 æ° 05/10/2016 SALES REPRESENTATIVETTAN BARONG TRINOMAD08/28/2015=10/28/2015	12	BARANGAY OFFICIAL ELIGIBILITY (SUB PROF)	Qualified
10	ADAS2-OSDS-010-2024	Bachelor of Science in Accounting Technology	Automotive Sales Essentials 3/9/2018-4/9/2018 5 hours Customer Engagement 20/10/2019-22/10/2019 5 hours World of Data 4/5/209-4/13/2019 18 hours Information Technology for a Sustainable Future 3/5/2019-11/5/2019 20 hours	48	Suzuki Auto Kalibo - Sakura Autoworld Inc. June 18, 2018	4	Career Service Examination (Subprofessional) Career Service Examination (Professional)	Qualified
11	ADAS2-OSDS-011-2024	Bachelor of Science in Business Administration Major in Operations Management	BOOKKEEPING/07-08-2020/8hrs APRENTICE POD TRAINING FOR DISH NETWORK/04-08-2019 to 05-08-2019/176hrs TECH SUPPORT TRAINING/05-09-2019 to 06-09-2019/176hrs	360	Job Controller/Toyota Aklan Inc./05-23-2022 to Present Technical Support/Concentrix/04-08-2019 to 01-29-2020 Customer Representative II/12-11-2017 to 04-08-2018 Finance & Purchasing Officer/06-16-2016 to 09-30-2017	4	CAREER SERVICE - PROFESSIONAL LEVEL	Qualified

12	ADAS2-OSDS-012-2024	Bachelor of Science in Accountancy	Bookkeeping for Micro Enterprises - August 26, 2021 Seminar on Entrepreneurship- September 12, 2018	5	Accounting Assistant at Cyma Greek Taverna Boracay - August 26,2022 to Present Accounting Assistant at The SM Store Mandurriao Iloilo - April 5,2022-August 5,2022 Accounting Staff at Fairways and Bluewater - May 19,2017-July 14,2023	7	Career Service Professional	Qualified
13	ADAS2-OSDS-013-2024	BS in Accountancy	Certified Bookkeeper Program, 06/25/2023 - 08/02/2023, 40hrs Business Analytics Concepts and Frameworks, 08/01/23 - 08/31/23, 16hrs Briefing on Rev. Reg. No. 31-2020 and Obligations of Top Withholding Agents, 11/14/22 - 11/14/22, 5hrs Occupational First Aid and BLS-CPR with AED, 03/29/22 - 03/30/22, 16hrs	77	Department Of Trade and Industry - Aklan, Junior Business Counselor, 09/04/23 - Present Aklan Cable Television Co. Inc, Bookkeeper, 08/19/2020 - 09/01/2023	3.5	CS Professional	Qualified
14	ADAS2-OSDS-014-2024	BACHELOR OF SCIENCE IN ACCOUNTANCY	Year End Performance Assessment & Capability Enhancement Seminar Workshop/12/22/23/8hrs Year End Performance Assessment & Capability Enhancement Seminar Workshop/12/23/22/8hrs Mid Year Performance Assessment & Capability Enhancement Seminar Workshop/05/26/22/8hrs Year End Performance Assessment & Capability Enhancement Seminar Workshop/12/23/21/8hrs Mid Year Performance Assessment & Capability Enhancement Seminar Workshop/07/26/19/8hrs	40	Provincial Treasurers Office/02/01/2019-Present Western Visayas Cyberlink Inc/04/20/2015-01/31/2019 Boracay Mini Mart/05/08/2014-12/31/2104 Brunio&Darums CPA/09/09/2013-01/17/2014 Boracay Isla Store/11/15/2011-02/15/2012	10	LET Passer CSC-Sub Prof passer	Qualified
15	ADAS2-OSDS-015-2024	BACHELOR OF SECONDARY EDUCATION - MAJOR IN MATHEMATICS ;MASTER OF ARTS IN EDUCATION MAJOR IN MATHEMATICS - 18 UNITS	Enhancing Administrative Skills : A Comprehensive Training Program for Administrative Assistants in the Philippines - 02/22/2024 - 02/26/2024 - 80 hrs. In - Service Training for Teachers 2024 - 01/24/2024 - 01/30/2024 - 40 hrs. BASIC COMPUTER SKILLS TRAINING - 04/05/2023 - 04/19/2023 - 120 hrs. Mid-Year In-Service Training for Teachers 02/06/2023 - 02/10/2023 - 40 hrs. STEM Education Master Course for Teachers - 12/27/2022 - 01/31/2023 - 20 hrs Ethnomathematics and Culturally Relevant Mathematics Education in the Philippines - 10/28/2022 - 10/28/2022 - 3 hrs 2021 In-Service Training (INSET) for Junior High School Teachers - 03/14/2022 - 03/16/2022 - 24 hrs. A Practical Guide on using ICT in Research for Teachers - 05/20/2020 - 05/20/2022 - 3hrs Comprehensive Guide in Photoshop Basic for Teachers - 05/23/2020 - 05/23/2020 - 3 hrs Practical Approaches in Delivering Math Lessons in Online Learning Environment - 05/22/2020 - 05/22/2020 - 3hrs Intermediate Microsoft Excel for Teachers - 05/11/2020 - 05/11/2020 - 3hrs Math as a Tool in Problem Solving - 04/14/2020 - 01/14/2020 - 3hrs	342	Municipal School Board Teacher - Tamalagon Integrated School (03/24/2022 - 06/30/2022, 08/01/2022 - 12/31/2022, 01/03/2023 - 02/19/2023, 05/18/2023 - 06/30/2023, 11/03/2023 - 12/31/2023, 01/03/2024 - Present) Teacher I (Substitute) - Tamalagon Integrated School (02/20/2023 - 05/17/2023) Private School Teacher - Irao Technical College (06/03/2019 - 04/01/2021) Private Tutor - Memoraise Arts and Workshop Center (10/25/2017 - 01/06/2018) Warehouse Support Staff (Inbound and Outbound Clerk) - First Pioneer Distribution Inc, Reverse Logistic Group Warehouse - (08/12/2016 - 07/31/2017) Private School Teacher - Maranatha Christian Academy (06/03/2019 - 04/01/2021) Assistant Instructor - Northwestern Visayan Colleges TESDA Center (10/01/2015 - 12/22/2016)	6	RA 1080 - PROFESSIONAL TEACHER CAREER SERVICE ELIGIBILITY - SUB PROFESSIONAL	Qualified
16	ADAS2-OSDS-016-2024	BACHELOR OF SCIENCE IN ACCOUNTANCY	CYBERSECURITY AWARENESS and PHILIPPINE NATIONAL PUBLIC KEY INFRASTRUCTURE (PNPK) ORIENTATION Bookkeeping NCIII MICROSOFT DIGITAL LITERACY MICROSOFT DIGITAL LITERACY: PARTICIPATE SAFELY AND RESPONSIBLY ONLINE MICROSOFT DIGITAL LITERACY: COMMUNICATE ONLINE MICROSOFT DIGITAL LITERACY: COLLABORATE AND MANAGE CONTENT DIGITALLY Microsoft Digital Literacy: Create Digital Content	340	TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY (COA-DEPED) July 1, 2022-PRESENT DEPARTMENT OF EDUCATION-COA, DIVISION OF AKLAN June 1, 2021- June 30, 2022 PSA Dec. 28, 2020-March 31, 2021 PSA Aug 17-Sept 17, 2020	3	CSE-PROFESSIONAL	Qualified
17	ADAS2-OSDS-017-2024	Bachelor of Science in Tourism Management	Management of Barangay Funds and Property - Punta Villa Resort, Arevalo, Iloilo City (August 11-13, 2023) 24 Hours Clustered General Membership Assembly - Tagaytay Country Hotel, Tagaytay City (June 26-28, 2023) 30 Hours Capacity Building on Adolescent Health, Anti - Drug Abuse, ELCAC and KKDAT - Tagas, Tangalan, Aklan (Nov 19, 2022) 8 Hours 2022 National Reading Month and Basa Kasadya Kick-Off Ceremony - Tamalagon Integrated School, Tamalagon, Tangalan, Aklan (Sept 19, 2022) 4 Hours 15th Visayas Geographical Conference "Fiscal Management Under New Normal - IEC Convention Center Cebu City (Sept 28-30, 2022) 24 Hours Seminar on Handbook on the Financial Transactions of the Sangguniang Kabataan, Commission on Audit - Aklan Training Center, Old Buswang, Kalibo, Aklan (Sept 19-22, 2022) 32 Hours Social and Peace Awareness Campaign, by the Aklan Provincial Advisory Group for Police Transformation and Development (PAG PTD) (May 26, 2022) 16 Hours One-Day Orientation Workshop on the Local Youth Development Council (June 12, 2022) 8 Hours National Barangay Congress of the Liga ng mga Barangay sa Pilipinas - SMX Convention Center, Mall of Asia, Pasay City (Aug.23-25, 2022) 24 Hours Lrb Aklan Chapter Provincial Regional Congress "Enhancing the Abilities of or Barangay Leadership for Efficient and Effective Public Service to our Community - Acacia Convention Hall, Bacolod City (Aug.11-13, 2022) 24 Hours Anti - Drug Advocacy Symposium for Sustainability of Drug - Cleared Barangay Status - Tangalan Sports and Cultural Center, Poblacio, Tangalan, Aklan (Oct 17, 2022) 8 Hours	242	Secretary of the Sangguniang Bayan Member Hon. Chelsea Makeen C. Fernandez	5	Sub Professional	Qualified

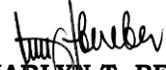
18	ADAS2-OSDS-018-2024	Bachelor of Science in Criminology	<p>Management of Barangay Funds and Property - Punta Villa Resort, Aretvalo, Iloilo (Aug 11-13, 2023) 24 Hours</p> <p>Linggo ng Kabataan Celebration 2023 - Baybay Covered Court (Aug 20-21, 2023) 16 Hours</p> <p>Clustered General Membership Assembly - Tagaytay Country Hotel, Tagaytay City (June 26-28, 2023) 30 Hours</p> <p>Capacity Building on Adolescent Health, Anti - Drug Abuse, ELCAC and KKDAT - Tagas, Tangalan, Aklan (Nov 19, 2023) 8 Hours</p> <p>15th Visayas Geographical Conference "Fiscal Management Under New Normal - IEC Convention Center Cebu City (Sept 28-30, 2022) 24 Hours</p> <p>Seminar on Handbook on the Financial Transactions of the Sangguniang Kabataan, Commission on Audit - Aklan Training Center, Old Busuwang, Kalibo, Aklan (Sept 19-22, 2022) 32 Hours</p> <p>Social and Peace Awareness Campaign, by the Aklan Provincial Advisory Group for Police Transformation and Development (PAG PTD) - DLRC Irbajay Central Elementary School, Irbajay, Aklan (May 26, 2022) 8 Hours</p> <p>One-Day Orientation Workshop on the Local Youth Development Council - Poblacion, Tangalan, Aklan (June 12, 2022) 8 Hours</p> <p>Lrb Aklan Chapter Provincial Regional Congress "Enhancing the Abilities of or Barangay Leadership for Efficient and Effective Public Service to our Community - Acacia Convention Hall, Bacolod City (Aug 11-13, 2022) 24 Hours</p> <p>Anti - Drug Advocacy Symposium for Sustainability od Drug - Cleared Barangay Status - Tangalan Sports and Cultural Center, Poblacion, Tangalan, Aklan (Oct 17, 2022) 8 Hours</p> <p>Liga ng mga Barangay - Aklan Chapter Provincial Congress 2021</p> <p>Knowledgeable and Equipped Barangays - Gateway to Efficient and Productive Local Government - La Carmela de Boracay, Malay, Aklan (Dec 13-15, 2021) 24 Hours</p> <p>Seminar Workshop on the 2020 Sangguniang Kabataan Plan Formulation - Poblacion, Tangalan, Aklan (Feb 1, 2020) 8 Hours</p>	222	Sangguniang Kabataan (May 18, 2018 - November 11, 2023)	5	Sub Professional	Qualified
19	ADAS2-OSDS-021-2024	BACHELOR OF SCIENCE IN COMPUTER SCIENCE	<p>TRAINING ON CBMS Module III-A :Thematic Mapping Using CBMS DATA</p> <p>11/15/2023-11/17/2023 24 HOURS</p> <p>2022 COMMUNITY-BASED MONITORING SYSTEM TRAINING</p> <p>MODULE II-B-Data Processing: Data Tabulation and Analysis Using Descriptive Statistics 07/12/2023-07/14/2023 24 HOURS</p> <p>2022 CBMS GEOTAGGING USING CBMS FORM 5 (SERVICE INSTITUTIONS AND NFASTRUCTURE, GOVERNMENT PROJECTS, AND NATURAL RESOURCES 09/11/2023-09/14/2023 24 HOURS</p> <p>10-day Training/Workshop on ICT Skills for Teacher I Applicant 07/19/2022-07/29/2022 80 HOURS</p> <p>COMPUTER SYSTEM SERVICING NC II 07/25/2022-12/09/2022 280 HOURS</p> <p>PHILIPPINE IDENTIFICATION SYSTEM (PHLSYS) INFORMATION AND EDUCATION CAMPAIGN (IEC) 11/11/2022-11/11/2022 24 HOURS</p> <p>FIVE-DAY TRAINING LIVE-OUT OF CBMS DATA AND MAP PROCESSING 10/17/2022-10/21/2022 5 DAYS</p> <p>3rd LEVEL TRAINING ON JANUARY 2022 LABOR FORCE SURVEY (LFS) AND 2021 FAMILY INCOME AND EXPENDITURE SURVEY (FIES) VISIT 2 01/04/2022-01/04/202256 HOURS</p> <p>INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) LITERACY TRAINING 01/04/2020-02/09/2020 10 DAYS</p>	527	<p>OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR 01/02/2024-Present</p> <p>OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR 07/03/2023-12/29/2023</p> <p>OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR 01/03/2023-06/30/2023</p> <p>OFFICE OF THE MUNICIPAL PLANNING AND DEVELOPMENT COORDINATOR 08/01/2022-12/31/2022</p> <p>PHILIPPINE STATISTICS AUTHORITY 01/10/2022-01/23/2022</p> <p>PHILIPPINES STATISTICS AUTHORITY 09/01/2020-09/15/2020</p> <p>VERDE GRANDE COLLEGE INC.06/16/2017-02/28/2019</p> <p>A.L.G JEWELRY AND PAWNSHOP-ALTAVAS 06/09/2015-06/15/2017</p> <p>CROWNTECH COMPUTER CENTER 03/18/2013-06/15/2013</p> <p>INK FLOW AND PRINT SHOP 06/04/2012-10/31/2012</p>	5	LET(LICENSURE EXAMINATION FOR TEACHER)	Qualified
20	ADAS2-OSDS-022-2024	Bachelor of Science in Business Administration Major in Marketing Management	<p>MDRRM PLANNING WORKSHOP -08/14/2023-08/16/2023- 24 hours</p> <p>SMALL BUSINESS COUNSELORS COURSE (SBCC) 101: DIAGNOSING ENTERPRISE-06/05/2023-06/15/2023-8 hours</p> <p>FOSTERING COMPETITION FOR REGIONAL DEVELOPMENT: ONLINE REGIONAL ROADSHOW ON COMETTITION LAW AND POLICY FOR WESTERN VISAYAS-06/20/2023-06/20/2023-4 hours</p> <p>TRAINING ON VISUAL MERCHANDISING CUM HOW TO NEGOTIATE WITH BUYERS -10/27/2022-10/28/2022-16 hours</p> <p>NEGOSYO CENTER CO-DESIGNING SEMINAR-WORKSHOP-09/07/2022-09/07/2022-8 hours</p> <p>TRAINING ON POTTERY ARTS DESIGNING TECHNIQUES - 09/05/2022-09/06/2022-16 hours</p> <p>TRAINING ON PRICING AND COSTING -07/27/2022-07/28/2022 16 hours</p> <p>FORUM ON THE PCA AND THE PCC FOR BUSINESSES AND OTHER STAKEHOLDERS IN AKLAN-03/17/2022-03/17/2022- 2.5 hours</p> <p>CHAMPIONING BUSINESS CONTINUITY PLANNING ONLINE COURSE-03/14/2022-03/14/2022-8 hours</p> <p>Payong App Walkthrough for MSMEs-03/03/2022-03/03/2022-4 hours</p> <p>"PUBLIC SERVICE EXCELLENCE" DURING NEGOSYO CENTER BUSINESS COUNSELLORS GENERAL ASSEMBLY ONLINE</p>	154.5	<p>OCTOBER 1,2020-PRESENT -JUNIOR BUSINESS COUNSELOR- DEPARTMENT OF TRADE AND INDUSTRY-NEGOSYO CENTER LEZO</p> <p>December 15,2019-April 15,2020-MARKETING OFFICER -MMG-AKLAN SPECIALTY CLINICS</p> <p>July 03,2018-September 25,2018-ON-THE-JOB-TRAINEE -SUZUKI AUTO ILOILO</p>	3	CSC- Subprofessional Examination CSC- Professional Examination	Qualified
21	ADAS2-OSDS-023-2024	BACHELOR OF SCIENCE IN ACCOUNTANCY	YEAR END TAX AND TAX UPDATE/ 4HRS	4	ROYAL SPRING CORPORATION/ APRIL 2013-PRESENT, AC DISTRIBUTORS INC./ 3/13/2012-10/10/2012, F&E GROUP OF COMPANIES/ 8/15/2011-3/10/2012	11	CERTIFIED PUBLIC ACCOUNTANT	Qualified

22	ADAS2-OSDS-024-2024	BS ACCOUNTANCY ;MASTERS IN BUSINESS ADMINISTRATION (9 Units)	<p>NAVIGATING COMPASSIONATE LAYOFFS: BALANCING EMPATHY AND FAIRNESS1/15/2023 -11/15/2023 1.5hrs</p> <p>SKILLS ENHANCEMENT TRAINING ON PANTAWID THRUST AND PRIORITIES FOR FY 2024 CUM PLANNING WORKSHOP FOR PANTAWID MRB'S AND SDA'S1/13/2023= 11/14/202312hrs</p> <p>WELLNESS AND THE CULTURE OF CHANGE: A KEY TO SUCCESSFUL WORKPLACES1/08/2023-11/08/20231.5 hrs</p> <p>BUILDING OUR PERSONAL BRAND: UNLOCKING OUR POTENTIAL10/18/2023-10/18/20231.5hrs</p> <p>MOVE, BREATHE, THRIVE: THE POWER OF PHYSICAL ACTIVITY AND MINDFULNESS09/27/2023-09/27/20231.5hrs</p> <p>ROBERT'S RULE OF ORDER A GUIDE TO RUNNING AN EFFECTIVE MEETING08/17/2023-08/17/20233.5hrs</p> <p>STRENGTHS-BASED TEAMWORK: HOW TO MAXIMIZE INDIVIDUAL DIFFERENCES FOR COLLECTIVE SUCCESS08/16/2023= 08/16/20231.5 hrs</p> <p>COPING WITH BURNOUT: PROVEN STRATEGIES FOR AVOIDING AND OVERCOMING EXHAUSTION10/8/2023-9/8/20231.5hrs</p> <p>YES, YOU CANVA!: A BEGINNER'S CRASH COURSE IN THE FUNDAMENTALS OF GRAPHIC DESIGN AND CANVA06/26/2023-06/26/20233hrs</p>	167	<p>ACCOUNTING STAFF -ACCOUNTS PAYABLE CLASSIC CHARACTERS INCORPORATED 02/04/2014 - 08/05/2014</p> <p>ACCOUNTING STAFF -VARIANCE ANALYST CLASSIC CHARACTERS INCORPORATED 08/05/2014 - 12/30/2016</p> <p>TECHNICAL ASSISTANT DEPARTMENT OF TRADE AND INDUSTRY 04/03/2017 - 12/30/2017</p> <p>BUSINESS COUNSELOR DEPARTMENT OF TRADE AND INDUSTRY 01/03/2018 - 12/30/2018</p> <p>SENIOR BUSINESS COUNSELOR I DEPARTMENT OF TRADE AND INDUSTRY 01/02/2019 - 12/30/2022</p> <p>SENIOR BUSINESS COUNSELOR I / DISTRICT LEADER DEPARTMENT OF TRADE AND INDUSTRY 12/30/2022 - 04/30/2023</p> <p>MUNICIPAL ROVING BOOKKEEPER (AA III) DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT 05/22/2023 - 02/01/2024</p>	9	CIVIL SERVICE ELIGIBILITY - CAREER SERVICE PROFESSIONAL	Qualified
23	ADAS2-OSDS-025-2024	BS in Accountancy	<p>Principles of Income Taxation, 11/26/2023,2.0hrs</p> <p>Year-End Tax and Tax Updates, 11/19/2023,4.0hrs</p> <p>Advance Financial Accounting and Reporting, 10/21/2023,2.0hrs</p> <p>Leadership Webinar Vol. 2, 10/07/2023,2.0hrs</p> <p>Google Workspace Training,09/19/2023,4.0hrs</p> <p>Leadership Webinar Vol.1, 09/16/2023,2.0hrs</p> <p>Investment in Associate, 08/12/2023,3.0hrs</p> <p>Learning Session on How to Correct Wage Distortion, 7/19/2023,4.0hrs</p>	23	<p>Asia Pacific Medical Center(APMC)-Aklan, Inc. 06/26/2023-Present</p> <p>G. Pagaspas Partners & Co., CPAs 03/14/2022 - 05/19/2023</p> <p>ALG & Company 01/07/2020 - 03/12/2022</p>	4	P.D No. 907- Honor Graduate Eligibility	Qualified
24	ADAS2-OSDS-026-2024	Bachelor in Office Information Management; Bachelor of Secondary Education	<p>Unlocking Your Cybersecurity Career: Demystifying ISC2 Entry-Level Certifications; NIST Risk Management Framework for CII Organizations; Cyber Resilience: Understanding the Evolving Landscape of Data Leaks; Comprehensive Insights into Open RAN: Basic Open RAN Courses; Philippine Qualification Framework on Accountancy Profession-The CPAs In Public Practice Perspective; Philippine Qualification Framework on Accountancy Profession-The CPAs in Commerce and Industry Perspective; 5S and Solid Waste Management in the Workplace Orientation; Training-Seminar on Payroll Preparation</p>	8	<p>Local Government Unit of Kalibo, Aklan, Philippines (07-01-2023 to Present); Sanguniang Panlalawigan of Aklan (07-01-2016 to 06-30-2022); MSAM Law Offices, Kalibo, Aklan (10-01-2015 to 06-30-2016); Globe-Premium Dealer, Maria Gracia Enterprises, Kalibo, Aklan (06-01-2013 to 03-09-2015</p>	9	Republic Act 1080-Professional Teacher; Career Service Eligibility-Professional; Presidential Decree No. 907	Qualified
25	ADAS2-OSDS-027-2024	Bachelor of Science in Business Administration	<p>Year-End Performance Assessment and Capability Enhancement Training</p>	8	<p>Provincial Government of Aklan-Prov'l Treasurer's Office</p>	4	CSE-Sub Prof	Qualified
26	ADAS2-OSDS-028-2024	Bachelor of Science in Business Administration (Major in Financial Management)	<p>1.Capability-Building on Intensifying Team Work in the Organization/09/23-25/22/24 hrs.</p> <p>2.Division National Employees Union Congress (Aklan Chapter)/11/28/22/8 hrs.</p> <p>3.Cybersecurity Awareness and Philippine National Public Key Infrastructure (PNPKI) Orientation/11/30/23/4hrs</p>	36	<p>DepEd-Division of Aklan/Administrative Aide I/May 31, 2022 a€ Present</p> <p>DepEd-Division of Aklan/Administrative Services Aide (Job Order)/July 12, 2012 a€ May 30, 2022</p>	11	CAREER SERVICE SUBPROFESSIONAL ELIGIBILITY	Qualified
27	ADAS2-OSDS-029-2024	BACHELOR OF SCIENCE IN ACCOUNTANCY ;MASTER IN PUBLIC ADMINISTRATION 15 UNITS	<p>IN-SERVICE TRAINING (INSET) FOR TEACHERS 202401/25/202401/31/202440</p> <p>SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS (FARs) WITH THE IMPLEMENTING UNIT (IU) SCHOOLS10/19/202310/21/202324</p> <p>SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS (FARs) WITH THE IMPLEMENTING UNIT (IU) SCHOOLS15/15/202305/17/202324</p> <p>NATIONAL WOMEN'S MONTH CELEBRATION 2023 "WE for Gender Equality and Inclusive Society"03/29/202303/29/20234</p> <p>BRIEFING ON ELECTRONIC TAX REMITTANCE ADVICE (eTRA) FOR NATIONAL GOVERNMENT AGENCIES (NGAs)03/07/202303/07/20234</p> <p>UNIT III REFRESHER COURSE AND SOLIDARITY MEETING OF COACHES AND TECHNICAL OFFICIALS02/28/20232/3/202324</p> <p>SCHOOL BASED MID YEAR IN-SERVICE TRAINING02/06/202302/10/202340</p> <p>1ST DIVISION NATIONAL EMPLOYEES UNION CONGRESS (AKLAN CHAPTER)1/28/202211/28/20228</p> <p>SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS (FARs) WITH THE IMPLEMENTING UNIT (IU) SCHOOLS1/14/202211/16/202224</p>	252	<p>01/29/2020PRESENTADMINISTRATIVE ASSISTANT II (DISBURSING OFFICER)DEPARTMENT OF EDUCATION□</p> <p>2/1/201812/31/2019ACCOUNTING OFFICERCEMBRANO GROUP OF COMPANIES□</p> <p>09/16/201405/31/2017ACCOUNTING STAFFEDITA T. URETA-REYES ACCOUNTING FIRM□</p>	8	CAREER SERVICE SUB PROFESSIONAL	Qualified

28	ADAS2-OSDS-031-2024	BACHELOR IN ELEMENTARY EDUCATION	<p>1. IN-SERVICE TRAINING for TEACHERS S.Y. 2023-2024/January 24-26 & 29-30, 2024/40 Hours</p> <p>2. IN-SERVICE TRAINING for TEACHERS / February 6-10, 2023/40 Hours</p> <p>3. TEN-DAY SKILLS TRAINING WORKSHOP ON INFORMATION AND COMMUNICATION TECHNOLOGY FOR TEACHER I APPLICANTS/July 19-23 & 25-29, 2022/80 Hours</p> <p>4. IN-SERVICE TRAINING FOR TEACHERS MARCH 2021/March 15-19, 2021/40 Hours</p> <p>5. SCHOOL BASED MID-YEAR IN-SERVICE TRAINING FOR TEACHERS/February 15-17, 2021/24 Hours</p> <p>6. END OF FIRST QUARTER S.Y. 2020-2021 DIVISION TRAINING VIRTUAL IN-SERVICE TRAINING and SCHOOL BASED MID-YEAR IN-SERVICE TRAINING FOR TEACHERS/December 14-19, 2020/40 Hours</p> <p>7. INFORMATION and COMMUNICATION TRAINING/November 9-10, 16-17 & 23-24, 2019 to December 7-8 & 14-15, 2019/80 Hours</p>	344	<p>1. VOLUNTEER TEACHER/DepEd-CATMON INTEGRATED SCHOOL/SEPTEMBER 3, 2019-Present</p> <p>2. SUBSTITUTE TEACHER/DepEd-EAHOG ELEMENTARY SCHOOL/May 16, 2023-June 26, 2023</p> <p>3. SK CHAITPERSON/BRGY. COUNCIL OF CATMON-CATMON, ALTAVAS, AKLAN/June 30, 2018-November 13, 2023</p>	9	R.A. 1080	Qualified
29	ADAS2-OSDS-032-2024	Information Technology	<p>ERF HANDLERS MEETING / 12/27/2023 / 4</p> <p>SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS (FARs) WITH THE IMPLEMENTING UNIT (IU) SCHOOLS / 10/19/202310/21/2023 / 24</p> <p>SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS (FARs) WITH THE IMPLEMENTING UNIT (IU) SCHOOLS / 05/15/2023-05/17/2023 / 24</p> <p>1ST DIVISION NATIONAL EMPLOYEES UNION CONGRESS (AKLAN CHAPTER) / 11/28/2022 / 8</p> <p>SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS (FARs) WITH THE IMPLEMENTING UNIT (IU) SCHOOLS / 11/14/2022-11/16/2022 / 24</p> <p>AGENCY AUTHORIZED OFFICERS AND ERF HANDLERS RE-ORIENTATION SEMINAR / 09/06/2022 / 4</p> <p>SEMI-ANNUAL WORKSHOP ON THE PREPARATION OF FINANCIAL ACCOUNTABILITY REPORTS (FARs) WITH THE IMPLEMENTING UNIT (IU) SCHOOLS / 08/10/2022-08/12/2022 / 24</p> <p>TEN-DAY SKILLS TRAINING-WORKSHOP ON INFORMATION AND COMMUNICATION TECHNOLOGY / 07/19/2022-07/29/2022 / 80</p> <p>STRENGTHENING THE KNOWLEDGE, SKILLS, AND ATTITUDE: DIVISION IN-SERVICE TRAINING FOR NON-TEACHING PERSONNEL (CHAMPIONING THE SUPPORT SYSTEM) / 10/13/2021-10/27/2021 / 24</p> <p>DEACO (DEPED EMPLOYEES' ASSOCIATION COORDINATING OFFICE) REGIONAL CONFERENCE REGION VI / 09/17/2020-09/17/2020 / 8</p>	264	<p>OFFICE ESCAPE SOLUTIONS (OES) / 12/17/2012 - 07/30/2013</p> <p>PROVINCIAL GOVERNOR'S OFFICE / 01/01/2014 - 03/31/2019</p> <p>DEP ED - BATAN ACADEMY (A NATIONAL SCHOOL) - 06/10/2019 - PRESENT</p>	10	CAREER SERVICE EXAM - PROFESSIONAL CAREER SERVICE EXAM - SUBPROFESSIONAL	Qualified
30	ADAS2-OSDS-033-2024	College Graduate	<p>Year-end Tax and Tax Updates Seminar/November 9, 2023/4hrs</p> <p>Business Taxation Made Easy/May 4-5,2023/12hrs</p> <p>Tax Pulong-Pulong 2023/March 2, 2023/4hrs</p> <p>Pre-membership Education Seminar/November 23, 2022/4hrs</p> <p>Briefing on Revenue Regulation No. 31-2020 dated November 4, 2020 and obligation of top withholding agent (TWAs)</p>	24	<p>Zenco Sales Inc/March 28, 2011 to July 19, 2021</p> <p>JMC Movers/Jan 2, 2010 to March 19, 2011</p> <p>Robial Forwarders Inc/July 23, 2002 to December 31, 2009</p>	18	Career Service Subprofessional Eligibility	Qualified
31	ADAS2-OSDS-034-2024	Bachelor of Science in Management	<p>PM IS NOT THE KEY: CONSUMER TIPS FOR ONLINE SHOPPING AND FTB'S MONITORING AND ENFORCEMENT ACTIVITIES, 11/10/2022-11/10/2022,2 HOURS</p> <p>BUSINESS AND WORK ETHICS (MODULE 2), 10/3/2022-10/3/2022, 8 HOURS</p> <p>TRAINING ON PRICING AND COSTING, 7/27/2022-7/28/2022, 16 HOURS</p> <p>FOREIGN INVESTMENT ACT AND ITS AMENDMENT, 6/7/2022-6/7/2022, 4 HOURS</p> <p>SMALL BUSINESS COUNSELLORS COURSE (SBCC 101) a6</p> <p>DIAGNOSING AN ENTERPRISE, 4/25/2022-5/4/2022, 40 HOURS</p> <p>ACCOUNTING FOR NON-ACCOUNTANTS, 4/5/2022-5/24/2022, 40 HOURS</p> <p>FORUM ON THE PCA AND THE PCC FOR BUSINESS AND OTHER STAKEHOLDERS IN AKLAN, 02/03/2022-02/03/2022, 2.5 HOURS</p> <p>PUBLIC SERVICE EXCELLENCE, 02/03/2022-02/03/2022, 8 HOURS</p> <p>GETTING USED TO CHANGE IN WORKPLACE, 02/02/2022-02/02/2022, 8 HOURS</p> <p>CAMARADERIE IN THE WORKPLACE, 01/31/2022-01/31/2022, 8 HOURS</p> <p>TRAINING OF TRAINERS (TOT) COURSE ON CHAMPIONING BUSINESS CONTINUITY PLANNING ONLINE COURSE, 08/2/2021-08/9/2021, 24 HOURS</p> <p>ENHANCING VERBAL COMMUNICATION IN THE WORKPLACE,</p>	196	<p>01/02/2024- PRESENT, JUNIOR BUSINESS COUNSELOR, DEPARTMENT OF TRADE AND INDUSTRY-AKLAN</p> <p>10/16/2022- 12/31/2023, COCONUT FARMERS AND INDUSTRY DEVELOPMENT PLAN SUPPORT STAFF, DEPARTMENT OF TRADE AND INDUSTRY-AKLAN</p> <p>01/04/2021-10/15/2022, SENIOR BUSINESS COUNSELOR I, DEPARTMENT OF TRADE AND INDUSTRY-AKLAN</p> <p>01/23/2018-12/31/2020, JUNIOR BUSINESS COUNSELOR, DEPARTMENT OF TRADE AND INDUSTRY-AKLAN</p> <p>08/16/2015-01/02/2018, BUDGET AND MANAGEMENT SPECIALIST I, BMB -B/ DEPARTMENT OF BUDGET AND MANAGEMENT</p> <p>12/23/2014-08/15/2015, BUDGET AND MANAGEMENT SPECIALIST I, BMB -B/ DEPARTMENT OF BUDGET AND MANAGEMENT</p> <p>11/09/2011-12/22/2014, BUDGET AND MANAGEMENT ANALYST, BMB -G/ DEPARTMENT OF BUDGET AND MANAGEMENT</p> <p>03/16/2011-10/31/2011, ROAD TRANSPORT/CCU ASSISTANT, TOTAL PHILIPPINES CORPORATION - HEAD OFFICE</p> <p>12/13/2010-03/13/2011, HSES ASSISTANT, TOTAL PHILIPPINES CORPORATION - HEAD OFFICE</p> <p>08/17/2009-08/20/2010, JOB-ORDER (CLERICAL SERVICES) , DEPARTMENT OF TRADE AND INDUSTRY-AKLAN PROVINCIAL OFFICE</p>	14	Career Service Professional	Qualified
32	ADAS2-OSDS-035-2024	Bachelor of Science in Information Technology	<p>CONSUMER CARE WEBINAR SESSION: "Sustainable Consumption 101: Your Ultimate Guide to Sustainable Living" 00/05/202330/05/20232 hrs</p> <p>TECHNICALCONSUMER PROTECTION GROUP DEPARTMENT OF TRADE AND INDUSTRY</p> <p>SMALL BUSINESS COUNSELLORS COURSE (SBCC 102)- Business Environment 00/28/201910/30/201924 hrs</p> <p>TECHNICALDEPARTMENT OF TRADE AND INDUSTRY REGIONAL OFFICE 63</p> <p>SMALL BUSINESS COUNSELLORS COURSE (SBCC 101)- Diagnosing an Enterprise 04/01/201904/05/201940 hrs</p> <p>TECHNICALDEPARTMENT OF TRADE AND INDUSTRY REGIONAL OFFICE 6</p>	66	<p>01/02/2018PRESENTNEGOSYO CENTER BUSINESS COUNSELOR/TECHNICAL SUPPORT STAFFDEPARTMENT OF TRADE AND INDUSTRY AKLAN PROVINCIAL OFFICE15,909.00 N/AJOB ORDER/ CONTRACT OF SERVICE</p> <p>01/04/201612/27/2017NERBAC(NATIONAL ECONOMIC RESEARCH AND BUSINESS ASSISTANCE CENTER) STAFFDEPARTMENT OF TRADE AND INDUSTRY AKLAN PROVINCIAL OFFICE1,110.00 N/AJOB ORDER</p> <p>02/03/201412/29/2015EXPANDEND GOVERNMENT INTERNSHIP PROGRAM STAFF(PRICE MONITOR)DEPARTMENT OF TRADE AND INDUSTRY AKLAN PROVINCIAL OFFICE16,314.00 N/AJOB ORDER</p>	9	CIVIL SERVICE SUBPROFESSIONAL	Qualified

33	ADAS2-OSDS-036-2024	Bachelor of Science in Accountancy	<p>LEARNING EVENT ON ISO 9001:2015 QUALITY MANAGEMENT SYSTEM (QMS) MONITORING AND TECHNICAL GUIDANCE NOVEMBER 7, 2023 8 HOURS</p> <p>LEARNING EVENT ON THE LATEST PUBLIC FINANCIAL MANAGEMENT REFORMS AND CONCERNS AUGUST 23-26, 2022 32 HOURS</p> <p>LEARNING EVENT ON THE IMPLEMENTATION OF THE REVISED DENR ADMINISTRATIVE ORDER NO. 2022-09 (THE MANUAL OF AUTHORITIES ON HUMAN RESOURCE MATTERS) AND THE REVISED ADMINISTRATIVE ORDER NO. 2022-14 (THE MANUAL OF AUTHORITIES ON FINANCIAL MATTERS) OCTOBER 17-18, 2022 16 HOURS</p> <p>ONLINE LEARNING EVENT ON "FROM BROKE TO FINANCIAL CONFIDENCE: A MILLENNIAL APPROACH" NOVEMBER 9, 2021 8 HOURS</p> <p>WORKSHOP ON WITHHOLDING TAX SALENT PROVISION OF LAWS, MSD SECSIME, HRM SUMMIT RE-ECHO, BUDGET CYCLE AND TEAM BUILDING DECEMBER 9-10, 2019 16 HOURS</p>	80	ADMINISTRATIVE AIDE VI assigned at Budget Unit at DENR-PENRO Aklan August 10, 2015 to PRESENT	8.5	CAREER SERVICE SUB-PROFESSIONAL	Qualified
34	ADAS2-OSDS-037-2024	Bachelor of Science in Accountancy	<p>In-depth Information Seminar/Oct. 16,2023-Oct. 17,2023/16 hours</p> <p>Google Workspace training/Sept. 9,2023/4 hours</p> <p>Orientation on Breastfeeding Program for Non-clinical Staff and Personnel/Sept. 14,2023/8 hours</p> <p>The Power of Office Software Training for Enhanced Efficiency Topic: Ms. Office Tools (Word, Excel, Powerpoint) /June 13,2023/4 hours</p> <p>Bookkeeping NC III/Dec. 10,2020-Feb. 8-2021</p> <p>On-the-Job Training/April 18,2019-June 6, 2019/300 hours</p>	332	ASIA PACIFIC MEDICAL CENTER-AKLAN, INC/March 1, 2023-present TESDA AKLAN/Jan. 17,2022-Feb. 18-2022 DOLE/July 1,2021-Dec. 17,2021	1.5	Civil Service Professional Exam	Qualified
35	ADAS2-OSDS-038-2024	Bachelor of Science in Accountancy	<p>Learning & Development (Dec. 18-20, 2023)</p> <p>On the Job Training (300 hrs)</p>	300	Agricultural Training Institute (September 4, 2023 - Present) ALG JEWELRY AND PAWNSHOP (July 22, 2019 to December 31, 2022)	3	Career Service Professional	Qualified
36	ADAS2-OSDS-039-2024	Bachelor of Science in Information Technology Major in Software Engineering	<p>1. "Breaking Barriers in Pedagogy "Research and Extension Potentials for a Trailblazing CHDPS" In-Service Training of ASU-CHDPS. December 20-21, 2023 16 Hours</p> <p>2. ACCESS LMS Course Creator Training 2023: Aklan State University. October 5-6, 2023 16 Hours</p> <p>3.The Evolution of Cyber Security. August 26, 2023 4 Hours</p> <p>4.Project Tukad: An Environmental Talk and Tree Planting Activity. November 26, 2022. 8 Hours</p> <p>5. Orientation for the Deputation of Wildlife Enforcement Officers in Boracay Island. August 2-3, 2022. 16 hours</p> <p>6.Introduction to IT Cyber Security. October 4, 2021 2 Hours</p> <p>7.Information Security Fundamentals Career Path Intro.</p>	63	<p>Project Support Officer Department of Environment and Natural Resources- CENRO Boracay July 4 - December 31, 2022</p> <p>Job Order Clerk Aklan State University February 10,2023- present</p>	1	Civil Service Professional Eligibility	Qualified
37	ADAS2-OSDS-042-2024	Aklan State University-College of Industrial Technology	<p>KULTURA BALETE/ NATIONAL ARTS MONTH, 8/2/2017-2/21/2017 - 112 HRS</p> <p>PANAKAYON CULTURE AND ARTS CAMP, 6/30/2017- 2/7/2017 - 32 HRS</p> <p>1 DAY ENCHANTING BALETE FESTIVAL PLANNING & WORKSHOP, 7/14/2017 - 7/14/2017 - 8 HRS</p> <p>LEGISLATIVE QUIZ BEE 2019, 4/24/2019-4/4/2019 - 8 HRS</p> <p>ONE-DAY TRAINING ON DISASTER RISK REDUCTION MANAGEMENT, 7/31/2019-7/31/2019 8 HRS</p> <p>CREATIVITY IN EDUCATION TEACHERS TRAINING ON CREATIVE STRATEGIES OR TEACHING ACROSS K TO 12 CURRICULUM , 5/9/2019-7/9/2019- 24 HRS</p> <p>NEGOSYO SERBISYO SA BARANGAY - 12/9/2019-12/9/2019, 8 HRS</p> <p>BAMBOO MUSIC SEMINAR WORKSHOP - 2/24/2020 - 2/24/2020- 8 HRS</p> <p>TRAINING ON BASIC COMPUTER SYSTEM ,1/20/2020-7/20/2020- 168 HRS</p> <p>GENDER SENSITIVITY TRAINING FOR SELECTED TOURISM FRONTLINERS 2023</p>	376	<p>LOCAL GOVERNMENT UNIT - BALETE - Job Order -12/16/2017-2/17/2019</p> <p>LOCAL GOVERNMENT UNIT - BALETE- ADMINISTRATIVE AIDE IV PERMANENT - 2/19/2019- PRESENT</p>	6	RA 1080- PROFESSIONAL TEACHER	Qualified

Prepared and certified correct by:



MARLYN T. BEREBER

Administrative Officer IV

Date: April 15, 2024