

INITIAL EVALUATION RESULT (IER)

Position: **ADMINISTRATIVE OFFICER II- Bakhaw Norte Integrated School**

Salary Grade and Monthly Salary: **11 / 27,000.00**

Qualification Standards:

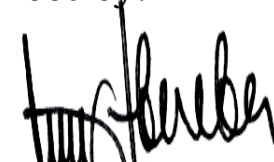
Education: **Bachelor's Degree relevant to the job**
 Training: **None required**
 Experience: **None required**
 Eligibility: **Career Service (Professional); Second Level Eligibility**

No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title/Hours	Details/Years		
1	AOII-056-2024	Bachelor of Science in Business Administration major in Financial Management	TESDA National Certificate III On-the-Job Training (February 2019, 600 hours)	Admin Staff (Event Coordinator) (Royal Suites Condotel, July 2019-Nov. 2019) Utility Worker I (DPWH-Aklan, Nov. 2019-March 2020) Admin Aide IV (DPWH-Aklan, March 2020-Present)	Civil Service Eligibility- Professional Level	QUALIFIED
2	AOII-167-2024	BS ACCOUNTANCY	ADVANCE FINANCIAL ACCOUNTING AND REPORTING WEBINAR- 10/21/2023-10/21/2023- 1hour NEGOSYO CENTER CO-DESIGNING SEMINAR-WORKSHOP 9/7/2022- 8 hours TRAINING ON PRICING AND COSTING 07/27/2023-0/28/2023 - 16 hours SMALL BUSINESS COUNSELORS COURSE (SBCC) 101: DIAGNOSING	DEPARTMENT OF TRADE AND INDUSTRY AKLAN- 11/3/2020-present - 3 yrs and 2 mos CITI HARDWARE-KALIBO BRANCH 7/1/2020- 10/31/2020 - CITI HARDWARE-TIGAYON BRANCH 8/21/2019- 3/31/2020	CSC PROFESSIONAL	QUALIFIED

No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title/Hours	Details/Years		
3	AOII-226-2024	Bachelor of Arts Major in Masscommunication Bachelor in Secondary Education	Omni-Modal Pedagogy: 10 day PPST-based Training on ICT in Education (March 22-31, 2023 80 hours) Managing Surface Behavior, Test Taking Strategies, Techniques/Shortcuts in Mathematics and How to use scientific calculator (February 2, 2019 8 hours)	Boracay Tropics Resort Hotel (FB Staff) March 29, 2010-March , 2012 Department of Public Works and Highways Aklan DEO (Administrative Aide VI) February 18, 2013-to present)	Board for Professional Teacher	QUALIFIED
4	AOII-316-2024	BS Accountancy; BS Nursing; Master in Mngt-Hospital Administration Graduate	Orientation on DRRM Manuals and Functions of School DRRM Coordinators - 40	ADAS II-Linabuan NHS - 5 months	RA1080-NURSE	QUALIFIED
5	AOII-402-2024	BACHELOR OF SECONDARY EDUCATION MAJOR IN ENGLISH	IN-SERVICE TRAINING FOR K-12 TEACHERS (6/4/2018-6/8/2018-40 HOURS)☐ TEACHER'S TRAINING IN THE LEARNING MANAGEMENT SYSTEM (LMS) OF AKLAN STATE UNIVERSITY☐ (12/07/2021-12/09/2021-16 HOURS)☐ INFORMATION & COMMUNICATIONS TECHNOLOGY TRAINING (01/16-17,23-24,30-31/2021-02/6-7,13-14/2021-80 HOURS) ICT STRATEGIC PLANNING AND IN-	JUNIOR/SENIOR HIGH SCHOOL TEACHER (6/17/2018-4/2/2019) SECONDARY AND ELEMENTARY TEACHER(5/16/2019-3/31/2020) TECHNICAL STAFF/JOB ORDER CLERK☐ (11/4/2021-PRESENT)	LICENSED PROFESSIONAL TEACHER	QUALIFIED
6	AOII-407-2024	BS in Business Administration	Financial Management Training☐ 03/23/2024-03/23/2024-3hrs SIGA Project: Leadership and Project Management Bootcamp☐ 10/19/2023-10/19/2023-3hrs Bookkeeping NC3☐ 01/26/2023-01/25/2028-248hrs Driving NC2☐ 05/25/2023-05/24/2028-248hrs May Pag-asa Pa Ba Tayo?: Spotting Red and Green Flags of Wellbeing 02/23/2022-02/23/2022-2hrs Swipe Right: Bagay Ba Kayo ng	01/03/2024-Present☐ Human Resource Officer☐ RCI Construction 05/12/2022-12/31/2023- Human Resource Assistant RCI Construction 04/12/2021-05/06/2022☐ Human Resource Assistant☐ Marianing and Sons Development Corporation (MSDC) 09/01/2020-09/31/2020☐ Enumerator☐	License Professional Teacher	QUALIFIED

No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title/Hours	Details/Years		
7	AOII-461-2024	BACHELOR OF ARTS IN ENGLISH	1. ONE-DAY TRAINING PROGRAM ON DATA ENCODING and VALIDATION -7-16-2024 8 HRS. 2. MAC OS TRAINING and ACCESS LEARNING MANAGEMENT SYSTEM (LMS) of AKLAN STATE UNIVERSITY 10/5/2023-10/6/2023 - 16 HRS. 3. TRAINING OF TRAINERS IN THE LEARNING MANAGEMENT SYSTEM (LMS) and MAC OS TRAINING OF AKLAN STATE UNIVERSITY-	1. ASU-CIT/MIS KALIBO, AKLAN 1/17/2022 - PRESENT 2.COMMISSION ON ELECTIONS NUMANCIA, AKLAN - 5/9/2022- 5/9/2022 3. MARANATHA CHRISTIAN ACADEMY OF KALIBO, INC. KALIBO, AKLAN 5/1/2005 - 4/30/2019 4. MULTITUDE CONCEPTS CORPORATION, QUEZON,	RA 1080 - Professional Teacher	QUALIFIED
8	AOII-541-2024	BSED; 33 units in MBA	no latest trainings	AO II- April 8, 2024	RA 1080 - Professional Teacher	QUALIFIED

Prepared and certified correct by:



MARLYN T. BEREBER

Administrative Officer IV

Date: August 8, 2024