

INITIAL EVALUATION RESULT (IER)

Position: **ADMINISTRATIVE OFFICER II- Jawili 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**

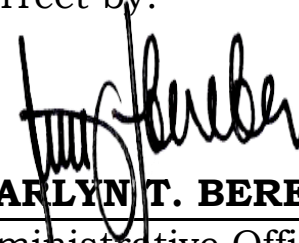
No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title/Hours	Details/Years		
1	AOII-004-2024	BACHELOR OF ARTS IN COMMUNICATION AND MEDIA STUDIES	LEVERAGING THE POWER OF STORYTELLING: DOCUMENTING THE IMPACTS OF DILG LGSF AND LGU BEST PRACTICES 7/10/2023 - 7/12/2023 24 HOURS ORIENTATION ON DATA PRIVACY ACT 3/21/2023 - 3/21/2023 4 HOURS DATA DRIVEN GOVERNANCE 10/22/2022 - 10/22/2022 8 HOURS	ADMINISTRATIVE ASSISTANT II (CLERK IV) LOCAL GOVERNMENT UNIT - TANGALAN (1/3/2023 - PRESENT) BRAND MANAGER PHARMA GALENX INNOVATIONS, INC. (3/6/2021 - 12/29/2022) BRAND SPECIALIST PHARMA GALENX INNOVATIONS, INC. (4/22/2019 - 3/5/2021) PROJECT CLERK II UPV & DOST (4/16/2018 - 1/31/2019) Admin Staff (Event Coordinator) (Royal Suites Condotel, July 2019-Nov. 2019) Utility Worker I (DPWH-Aklan, Nov. 2019-March 2020)	CAREER SERVICE PROFESSIONAL ELIGIBILITY	QUALIFIED
2	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)		Civil Service Eligibility- Professional Level	QUALIFIED
3	AOII-106-2024	Bachelor of Science in Agriculture	* Training/Orientation on Registry System for Basic Sector in Agriculture for CY 2020-2021, 12/9-10/2020 (16 hrs) * Georeferencing Training and Orientation on Registry System for Basic Sector in Agriculture for CY 2022, 4/6-7/2022 (16 hrs)	* Department of Agriculture- Regional Office VI, Kalibo, Aklan, November 9, 2022-December 31, 2022 * Economic Enterprise Development Department - Cagban Jetty Port, Boracay Island, Malay, Aklan 4/1/2017-3/16/2020	Licensure Examination for Agriculture	QUALIFIED

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4	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	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	CSC PROFESSIONAL	QUALIFIED
5	AOII-200-2024	Bachelor in Technology and Livelihood Education Major in Home Economics	1. Little Angels Montessori School Inc. Two-Day Teacher's Training - August 18-19, 2022 16 hours 2. Department of Education Ten- Day Skills Training- Workshop on ICT - July 19-23 and 25-29 80 hours	1. Melchor Memorial School 10/03/2023 to 02/18/2024 Substitute Teacher 2. Little Angels Montessori School Elementary Teacher/Administrative Officer 08/10/2022	1. Licensure Examination for Professional Teachers 2. Career Service - Professional Level	QUALIFIED
6	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
7	AOII-233-2024	BACHELOR OF SECONDARY EDUCATION	SCHOOL BASED IN-SERVICE TRAINING (40 HOURS PER TRAINING)	CLASSROOM TEACHER at IBAJAY ACADEMY INC., since March 2020 up to Present	RA 1080-PROFESSIONAL TEACHER	QUALIFIED
8	AOII-284-2024	Bachelor of Science in Industrial Education	Organic Agriculture Production NC II - 232 hours	Teacher - 4 years	RA 1080 - Professional Teacher	QUALIFIED

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9	AOII-291-2024	Bs in Business Administration major in Marketing Management	Teaching English as a foreign language course(120 hours) March 2024 Technical Training-Social Media Marketing and Advertising (64 hours) February-April 2021 Business Analysis and leadership conference (4hours) 2019 Search Engine Optimization Certification (8 hours) 2021	College Instructor- Garcia College of Technology (2023-present) Marketing Officer-MMG Specialty Clinics (2022-2023) Marketing Staff- Boracay Entertainment Resources Inc (2019-2020/2022) Administrative Aide IV- Dep of Agriculture (Pandemic 2021) Partner Advisor-Directories	CSC Professional Passer (80.23%)	QUALIFIED
10	AOII-308-2024	Bachelor of Secondary Education	NC II - Housekeeping	Teacher - 4 years	RA 1080 - Professional Teacher	QUALIFIED
11	AOII-309-2024	Bachelor of Technology and Livelihood Education	no certificate of training	no certificate of employment	RA 1080 - Professional Teacher	QUALIFIED
12	AOII-315-2024	BACHELOR OF SCIENCE IN MANAGEMENT	ORIENTATION ON DATA PRIVACY ACT-03/21/2023-4 HOURS	PROVINCIAL GOVERNMENT OF AKLAN-JULY 1, 2020-PRESENT	CAREER SERVICE ELIGIBILITY- PROFESSIONAL	QUALIFIED
13	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	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

No.	Application Code	Education	Training	Experience	Eligibility	Remarks (Qualified or Disqualified)
			Title/Hours	Details/Years		
14	AOII-407-2024	BS in Business Administration	Financial Management Training <input type="checkbox"/> 03/23/2024-03/23/2024-3hrs SIGA Project: Leadership and Project Management Bootcamp <input type="checkbox"/> 10/19/2023-10/19/2023=3hrs Bookkeeping NC3 <input type="checkbox"/> 01/26/2023-01/25/2028 <input type="checkbox"/> 248hrs Driving NC2 <input type="checkbox"/> 05/25/2023-05/24/2028 <input type="checkbox"/> 248hrs May Pag-asa Pa Ba Tayo? <input type="checkbox"/> Training:	01/03/2024-Present-Human Resource Officer <input type="checkbox"/> RCI Construction 05/12/2022=12/31/2023- Human Resource Assistant RCI Construction 04/12/2021=05/06/2022 <input type="checkbox"/> Human Resource Assistant <input type="checkbox"/> Marianing and Sons Development Corporation (MSDC) 09/01/2020=09/31/2020 <input type="checkbox"/> Enumerator <input type="checkbox"/> TEACHER I at Jawili Elementary School (now Jawili IS) Date: June 16, 1993 - August 16, 1993 (2 Months) ADMINISTRATIVE AIDE IV - Local Government Unit of Tangalan at the Office of Municipal Accountant Date: February 10, 1995 to August 25, 2016 (21 Years) ADMINISTRATIVE ASSISTANT II at Jawili Integrated School	License Professional Teacher	QUALIFIED
15	AOII-470-2024	Bachelor in Elementary Education	Orientation on Disaster Risk Reduction and Management (DRRM) Manuals and Functions of School DRRM Coordinators Date: July 15-19, 2024 No. of hours: 40 HOURS Training: Briefing on National Elections Date: May 9, 2022 No. of hours: 8 HOURS	ADMINISTRATIVE AIDE IV - Local Government Unit of Tangalan at the Office of Municipal Accountant Date: February 10, 1995 to August 25, 2016 (21 Years) ADMINISTRATIVE ASSISTANT II at Jawili Integrated School	RA 1080 - Professional Teacher	QUALIFIED

Prepared and certified correct by:



MARLYN T. BEREBER

Administrative Officer IV

Date: August 8, 2024