

INITIAL EVALUATION RESULT (IER)

Position: Administrative Assistant III (Senior Bookkeeper)-Ibajay Integrated School

Salary Grade and Monthly Salary: 9 / 22,219.00

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

N o.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years		
1	ADAS3-IBAJAYIS-1-2024	BS Accountancy	1. Brand Expansion Through Franchising, 5/30/2024, 4 hrs. 2. Accounting and Finance for StartUps, 5/24/2024, 4hrs. 3. Accounting for Non-Accountants Program - Batch 6, 4/4/2024-5/22/2024, 32hrs. 4. 2024 SEC Communication, Advocacy, and Network (SEC Can!) As Easy as SEC: How to file Annual Reports Online for Stock Corporation, March 22, 2024, 3hrs. 5. 2024 SEC Communication, Advocacy, and Network (SEC Can!) As Easy as SEC: How to file Annual Reports Online, Feb. 23, 2024, 3hrs. 6. Webinar on AMLC Registration & Reporting Guidelines for SEC covered Persons, July 26, 2022, 4hrs. 7. 2020 CENSUS of Population & Housing (CPH), 8/10-8/15, 2020, 40hrs.		Vision Mount Tabor Finance Corporation, 01/19/2021-Present Philippine Statistics Authority, 09/01-09/28, 2020 Belmont Hotel Boracay, May 27-Dec. 31, 2019 Aklan Sampaguita Gardens Resort, Inc., 01/30/2017-05/24/2019 Golden Phoenix Hotel Boracay, 03/10/2016-01/27/2017 Department of Education-Division of Aklan, OJT, 04/01/2013-05/01/2023		CSC-Subprofessional	QUALIFIED
2	ADAS3-IBAJAYIS-2-2024	BACHELOR OF SCIENCE IN ACCOUNTANCY	BOOKKEEPING - NC III	118 hours	BREAD & BUTTER - ACCOUNTING OFFICER	4 YEARS AND 6 MONTH	CAREER SERVICE ELIGIBILITY - PROFESSIONAL	QUALIFIED
3	ADAS3-IBAJAY IS-4-2024	BACHELOR IN ELEMENTARY EDUCATION	no training/s attended		no supporting documents		LICENSE PROFESSIONAL TEACHER	DISQUALIFIED
4	ADAS3-IBAJAY IS-5-2024	BACHELOR IN ELEMENTARY EDUCATION	no training/s attended		MICROFINANCE OFFICER IN ASA PHILIPPINES FOUNDATION / MARCH 3 2021 TO MARCH 30 2024		LICENSED PROFESSIONAL TEACHER	DISQUALIFIED

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5	ADAS3-IBAJAY IS-6-2024	BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION	<p>HIV CARE AND TREATMENT TRAINING 07/18/2023 - 07/20/2023 24.0 HRS</p> <p>SEMINAR WORKSHOP ON THE MANAGEMENT OF BARANGAYS FUNDS AND PROPERTY 08/11/2023 - 08/13/2023 24.0 HRS</p> <p>CLIENT CENTERED CASE MANAGEMENT TRAINING 05/22/2023 - 05/26/2023 48.0 HRS</p> <p>FISCAL MANAGEMENT UNDER NEW NORMAL 09/28/2022 - 09/30/2022 24.0 HRS</p> <p>2022 NATIONAL BARANGAY CONGRESS ON THE LIGA NG MGA BARANGAY SA PILIPINAS 08/23/2022 - 08/25/2022 24.0 HRS</p> <p>HANDBOOK ON THE FINANCIAL TRANSACTIONS OF THE SANGGUNIANG KABATAAN 08/15/2022 - 08/18/2022 32.0 HRS</p> <p>ENHANCING THE ABILITIES AND CAPABILITIES OF OUR BARANGAY LEADERS FOR EFFICIENT AND EFFECTIVE PUBLIC SERVICE TO OUR COUNTRY 08/11/2022 - 08/13/2022 24.0 HRS</p> <p>LOCAL YOUTH DEVELOPMENT COUNCIL 06/12/2022 - 06/12/2022 8.0 HRS</p>		<p>CASE MANAGERS SUSTAINED HEALTH INCENTIVES OF THE PHILIPPINES 01/02/2024 - PRESENT</p> <p>CASE MANAGER LOVE YOURSELF INC # 01/2023 - 12/31/2023</p> <p>PEER NAVIGATOR LOVE YOURSELF INC # 01/2021 - 03/31/2023</p> <p>SK CHAIRPERSON PUDIOT BARANGAY COUNCIL 06/30/2018 - 11/08/2023</p> <p>MARKETING PROFESSIONAL TOYOTA AKLAN INC. 05/15/2018 - 08/30/2018</p> <p>FACULTY EVALUATOR TECHNOLOGICAL INSTITUTE OF THE PHILIPPINES 01/19/2016 - 05/10/2016</p> <p>SALES REPRESENTATIVE TITAN BARONG TRINOMA 08/28/2015 - 10/28/2015</p>	BARANGAY OFFICIAL ELIGIBILITY	QUALIFIED	
6	ADAS3-IBAJAY IS 7-2024	Bachelor of Science in Accountancy	<p>Philhealth 1st SEMESTER PEERS FORUM JUNE 6, 2023. 4 HOURS</p> <p>PHILHEALTH FORUM SEPT. 8, 2023 4 HOURS</p> <p>PAG-IBIG FUND KALIBO BRANCH FUND COORDINATORS YEAR END MEETING OCT. 18, 2023. 4 HOURS</p> <p>BUREAU OF INTERNAL REVENUE BRIEFING ON REVENUE REG. NO. 31-2020 NOV. 4, 2020 AND OBLIGATIONS OF TOP WITHHOLDING AGENTS NOV. 14, 2022. 4 HOURS</p> <p>BUREAU OF INTERNAL REVENUE BRIEFING ON EASE OF PAYING TAXES (EOPT) RA NO. 11976 JUNE 13, 2024. 4 HOURS</p>		<p>Barangay Tigayon Council 3/19/2015-10/27/2019.</p> <p>Bookkeeper</p> <p>Marianing and Sons Development Corporation 7/13/2016-5/31/2017 Cashier</p> <p>Marianing and Sons Development Corporation 6/24/2017 up to present. Accounting Staff Admin</p>	Career Service Sub professional eligibility Kalibo, Aklan October 19, 1997. 80.28%	QUALIFIED	
7	ADAS3-IBAJAY IS-8-2024	BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION MAJOR IN FINANCIAL MANAGEMENT	<p>BRIEFING ON EASE OF PAYING TAXES (EOPT) RA NO. 11976 JUNE 13, 2024 4 HOURS</p> <p>YEAR-END TAX AND TAX UPDATES SEMINAR NOV. 09, 2023 4 HOURS</p> <p>BRIEFING ON REVENUE REGULATION NO. 31-2020 DATED NOVEMBER 4, 2020 AND OBLIGATION OF TOP WITHHOLDING AGENTS (TWAs) NOVEMBER 14, 2022 4 HOURS</p>		<p>MARIANING AND SONS DEVELOPMENT CORPORATION AUG. 02, 2016 UP TO PRESENT</p>	HONOR GRADUATE ELIGIBILITY	QUALIFIED	
8	ADAS3-IBAJAY IS-10-2024	Bachelor of Arts Major in Masscommunication Bachelor in Secondary Education	<p>Omni-Modal Pedagogy: 10-Day PPST Based Training on ICT in Education (Mar. 22, 2023-Mar. 31, 2023, 80 hours)</p> <p>Managing Surface Behavior, Test Taking Strategies, Techniques/Shortcuts in Mathematics and How to use Scientific Calculator (Feb. 02, 2019, 8 hours)</p>		<p>F&B Staff (Boracay Tropics Resort Hotel, March 29, 2019)</p> <p>Administrative Aide VI (DPWH-Aklan, Feb. 18, 2013- to present)</p>	RA1080-Professional Teacher	QUALIFIED	

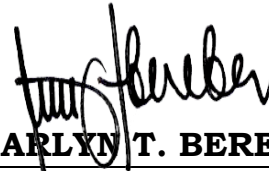
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			Title	Hours	Details	Years		
9	ADAS3-IBAJAY IS-11-2024	Bachelor of Science in Information Technology	Philippine e-Tech Show/April 14, 2021-April 16, 2021/24 hours		Kalibo Cable Television Network Inc./July 9, 2017-October 31, 2021		Career Service Professional	QUALIFIED
10	ADAS3-IBAJAY IS-13-2024	Bachelor of Science in Accountancy	Tax updates with Discussion about Ease of Paying Taxes Act, 1/22/24, 3 hours Forex Transactions, 8/19/23, 3 hours Investment in Associate, 8/12/23, 3 hours Estate Tax, 7/9/23, 3 hours Online Course on Healthcare Waste Management, 9/7/22, 1 hour Basic Life Support Training Course, 5/21-22/24, 16 hours		Provincial Government of Aklan-Ibajay District Hospital, March 1, 2018-present		Civil Service Professional Level	QUALIFIED
11	ADAS3-IBAJAY IS-14-2024	Bachelor of Science in Accountancy	Gender Sensitivity Training and Mental and Psychosocial Activity Program (11/11/2022-11/12/2022), Orientation on the Localization Strategy of the Philippine Population and Development Program(PPDP) (09/26/2022-09/27/2022)		Local Government Unit of Numancia (October 16, 2019 up to present)		Career Service Eligibility - Sub-Professional Level	QUALIFIED
12	ADAS3-IBAJAY IS-15-2024	BACHELOR OF SCIENCE IN ACCOUNTANCY	*YEAR-END TAX AND TAX UPDATES SEMINAR NOV. 9, 2023 3.5 HOURS *AIRPORT SECURITY & SAFETY AWARENESS SEMINAR OCT. 31, 2023 8 HOURS *FILIPINO BRAND OF SERVICE EXCELLENCE JULY 14, 2023 8 HOURS *PHILHEALTH'S 1ST SEMESTER 2023 PEERS FORUM JUNE 6, 2023 4 HOURS *DIALOGUE ON REVENUE MEMORANDUM CIRCULAR NO. 51-2018 AMENDING REVENUE CIRCULAR MO. 69-2017 RE: "REGISTRATION AND COMPLIANCE REQUIREMENTS OF INDIVIDUALS UNDER A JOB ORDER OR SERVICE CONTRACT" MARCH 9, 2023 3 HOURS *INVENTORY ON PROPERTY, PLANT AND EQUIPMENT TRAINING FEB 8-11, 2023 24 HOURS *SSS ONLINE PLATFORM AND SERVICES (VIRTUAL) MARCH 26, 2023		*LSERV CORPORATION ADMINISTRATIVE SUPPORT STAFF APRIL 1, 2023 – PRESENT *LSERV CORPORATION ADMINISTRATIVE ASSISTANT JULY 1, 2022 – MAR. 31, 2023 *CIVIL AVIATION AUTHORITY OF THE PHILIPPINES KALIBO INTERNATIONAL AIRPORT OFFICE ASST. I DEC. 16, 2019 – JUNE 30, 2022 *AKLAN PROVINCIAL GOVERNMENT OFFICE CLERK JAN. 1, 2018 – JUNE 30, 2019		CIVIL SERVICE EXAMINATION - PROFESSIONAL CERTIFIED BOOKKEEPER EXAMINATION	QUALIFIED
13	ADAS3-IBAJAY IS-16-2024	Bachelor of Arts Major in Computer Science	Training of MCT and ACT of Group 2 Moved Municipalities in Facilitating CDD during Phase 1 SPI and Phase 2 Social Preparation and Sub-project Development of KALAHÍ- CIDDS NCDDP- AF (October 11-14, 2022-24 hours) ALGAI Seminar on Policies and Guidelines for Barangay Financial Transactions (May 16-18, 2019- 24 hours Orientation on BDP Formulation for Barangay in 4th to 6th class Municipalities (July 2, 2019- 8hours)		Supplementary Feeding (November 2015) Barangay Secretary (July 2015-2021) Community Empowerment Facilitator (CEF) KALAHÍ- CIDSS NCDDP AF (July 2021-2024) Administrative Support Staff (COS)- April 2024 to present		Barangay Official Eligibility	QUALIFIED

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14	ADAS3-IBAJAY IS-17-2024	Bachelor of Science in Information Technology	None		Marine Benefits Inc (December 2023-April 2024), PSD Corporation (February 2014- December 2023),Greymatter Unlimited Inc.(February 2011- January 2014),Pancake House Boracay (March 2010- January 2011),Crafts of Boracay (August 2009- January 2010)		Career Service Professional	DISQUALIFIED
15	ADAS3-IBAJAY IS-18-2024	Bachelor in Elementary Education	LFS-FIES/January 2-8,2024/56hrs etc.		Statistical Researcher at PSA for 1 year and 6 months DepEd Division of Aklan/Naligusan ES/April 11, 2024 Present		Licensure Examination for Teacher	QUALIFIED
16	ADAS3-IBAJAY IS-20-2024	Bachelor of Science in Accounting Technology	International Seminar on Leardership and Office Administration (80 hours)		Zml Medical Services- August 16, 2018-November 30, 2021 Cashier at Raf International Forwarding Services Inc- April 26, 2022 to January 18, 2024		RA1080-Professional Teacher	QUALIFIED
17	ADAS3-IBAJAY IS-21-2024	Bachelor of Culture and Arts Education	July 14, 2024 - TESDA - Participating in Workplace Communication - 8 hrs		Provincial Government - District of Ibajay West - Ibajay Integrated School 09-16-2022 01-01-2023 01-01-2024 up to present		LET Passer	QUALIFIED
18	ADAS3-IBAJAY IS-22-2024	Bachelor in Science of Industrial Technology	Katarungang Pambarangay (KP) Law Training (03-14-2023/8.0) Basic Life Support and Basic First Aid Training for Health Workers (08-29-2023/8.0) Community-Based Drug Rehabilitation Conference (CBDR Works!: from the field) (09-13-2023-09-15-2023/ 24.0) Training Seminar for Barangay Manual Accountability (08-11-2023- 08-13-2023 / 24.0) Recording and Reporting of Barangay Financial Transactions- PPSAS Compliant (09-08-2022-09-10-2022/24.0) BNEO Component 2: Orientation on BDP Formulation for Barangays in 4th-6th Class Municipalities (07-17-2019/8.0)		Barangay Secretary- Barangay Mandong Batan, Aklan- 07-02-2018-11-15-2023 Job-Order - LGU Batan (Office of the Senior Citizen) - 02-01-2024-06-30-2024		Barangay Official Eligibility- 220106230168	QUALIFIED

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19	ADAS3-IBAJAY IS-23-2024	Bachelor of Secondary Education	<p>1. Participate on the conduct of joint LCPC - GAD PROGRAM IMPLEMENTATION REVIEW (CUM MINICIPAL WOMEN AND TEEN GIRLS CONGRESS)/December 27-28, 2018/ 16 hours</p> <p>2. Participate of BNEO ORIENTATION ON BDPF FORMULATION FOR BARANGAYS IN 4th _ 6th CLASS MUNICIPALITIES/JULY 17, 2019/ 8 hours</p> <p>3. Participate on the CONDUCT OF COMMUNITY-BASED DRUG REHABILITATION CONFERENCE ENTITLED CBDR WORKS: STORIES/ SEPTEMBER 13-15,2022/24 hours</p> <p>4. Participate during the KATARUNGANG PAMBARANGAY (KP) LAW TRAINING/ March 14,2023/8 hours</p>		<p>1. BARANGAY SECRETARY/ BARANGAY AMBOLONG, BATAN,AKLAN / JULY 2, 2018 - NOVEMBER 30, 2023</p> <p>2. JOB ORDER/ LGU BATAN (Office of the PANTAWID PAMILYANG PILIPINO PROGRAM)/ FEBRUARY 1, 2024 up to present</p>		BARANGAY OFFICIAL ELIGIBILITY	QUALIFIED
20	ADAS3-IBAJAY IS-24-2024	BACHELOR OF SECONDARY EDUCATION MAJOR IN ENGLISH	<p>IN-SERVICE TRAINING FOR K-12 TEACHERS (6/4/2018-6/8/2018-40 HOURS)</p> <p>TEACHER'S TRAINING IN THE LEARNING MANAGEMENT SYSTEM (LMS) OF AKLAN STATE UNIVERSITY (12/07/2021-12/09/2021-16 HOURS)</p> <p>INFORMATION & COMMUNICATIONS TECHNOLOGY TRAINING (01/16-17,23-24,30-31/2021-02/6-7,13-14/2021-80 HOURS)</p> <p>ICT STRATEGIC PLANNING AND IN-SERVICE TRAINING (05/19/2022-05/20/2022-16 HOURS)</p> <p>WRITE-SHOP ON ISO COMPLIANCE(05/12/2022-05/12/2022-8 HOURS)</p> <p>TEACHER'S TRAINING IN THE LEARNING MANAGEMENT SYSTEM (LMS) OF AKLAN STATE UNIVERSITY (08/16/2022-08/16/2022-8 HOURS)</p> <p>TEACHER'S TRAINING IN THE LEARNING MANAGEMENT SYSTEM (LMS) OF AKLAN STATE UNIVERSITY(08/ 22/2022-08/26/2022-40HOURS)</p>		<p>JUNIOR/SENIOR HIGH SCHOOL TEACHER (6/17/2018-4/2/2019)</p> <p>SECONDARY AND ELEMENTARY TEACHER(5/16/2019-3/31/2020)</p> <p>TECHNICAL STAFF/JOB ORDER CLERK (11/4/2021-PRESENT)</p>		LICENSED PROFESSIONAL TEACHER	QUALIFIED
21	ADAS3-IBAJAY IS-25-2024	Business Administration	Information Campaign on the role of the Bangko Sentral ng Pilipinas in the Economy		<p>LBC Express Inc. August 1, 2019</p> <p>Miascor Ground handling Corp. January 24, 2018</p> <p>AJL Trucking Services March 2024</p>		Professional Teacher	QUALIFIED
22	ADAS3-IBAJAY IS-26-2024	Bachelor of Science in Customs Administration	No relevant training		no supporting documents		Civil Service Sub-Professional	DISQUALIFIED
23	ADAS3-IBAJAY IS-27-2024	Associate in Industrial Technology	No relevant training		no relevant work experience		CIVIL SERVICE SUB-PROFFESIONAL	DISQUALIFIED
24	ADAS3-IBAJAY IS-29-2024	Bachelor of Secondary Education major in Technology and Livelihood Education	no supporting documents		no supporting documents		PRC Professional Teacher	DISQUALIFIED

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25	ADAS3-IBAJAY IS-30-2024	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		Secretary of the Sangguniang Bayan Member Hon. Chelsea Makeen C. Fernandez	5 years	CAREER SERVICE EL	QUALIFIED

Prepared and certified correct by:



MARLYN T. BEREBER

Administrative Officer IV

Date: September 2, 2024