

**INITIAL EVALUATION RESULT (IER)**

Position:  
 Salary Grade and Monthly Salary:  
 Qualification Standards:

**Administrative Assistant III**  
**SG - 9 ( P 21,129.00)**

Education  
 Training  
 Experience  
 Eligibility

Completion of two years studies in college  
1 year relevant experience  
4 hours of relevant training  
Career Service (Subprofessional) First Level Eligibility

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years/Months		
1	ADASIII-2024-002	BACHELOR OF ARTS IN COMMUNICARION	YEAR-END CONFERENCE AND WORKSHOP AMONG ADMIN AND FINANCE PERSONNEL FY 2021	16	ADMIN AIDE VI	2 years & 4 months	PD NO. 907	QUALIFIED
2	ADASIII-2024-003	CAR MASTER IN PUBLIC ADMINISTRATION	NATIONAL CERTIFICATE III IN BOOKKEEPING	292	ADMIN AIDE VI	3 YEARS	RA 1080 (TEACHER)	QUALIFIED
3	ADASIII-2024-006	CAR MASTER OF ARTS IN EDUCATION MAJOR IN ADMINISTRATION AND SUPERVISION	CAPABILITY BUILDING FOR BAC MEMBERS, BAC SEC, TWG, PROGRAM OWNERS, SECTION HEADS, AND SCHOOL BAC MEMBERS ON RA 9184 "GOV'T PROCUREMENT ACT"	24	ADAS II	4 YEARS & 6 MONTHS	RA 1080 (TEACHER)	QUALIFIED
4	ADASIII-2024-007	BACHELOR OF SCIENCE IN BIOLOGY	FINANCIAL MANAGEMENT AND OPERATIONS TRAINING	24	ADMIN AIDE VI	7 YEARS	RA 1080 (TEACHER)	QUALIFIED

No.	Applicationa Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years/Months		
5	ADASIII-2024-014	BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION DOUBLE MAJOR MARKETING MANAGEMENT AND ENTREPRENEURSHIP	NC III BOOKKEEPING	292	CLIENT SERVICE ASSOCIATE - BDO UNIBANK	7 years	RA 1080 (TEACHER)	QUALIFIED
6	ADASIII-2024-022	BACHELOR OF ELEMENTARY EDUCATION MAJOR IN GENERAL CONTENT	NC III BOOKKEEPING	292	Administrative Assistant II	1 year and 1 month	RA 1080 (TEACHER)	QUALIFIED

Prepared and certified correct by:

**DIANNE L. FERNANDEZ**

Human Resource Management Officer

Date: MAR 01 2024