

INITIAL EVALUATION RESULT (IER)

Position: **Administrative Assistant II (Disbursing Officer)**
 Salary Grade and Monthly Salary: **SG - 8 (P 20,534.00)**
 Qualification Standards:
 Education **At least 2 years in college**
 Training **4 hrs relevant training**
 Experience **1-year relevant training**
 Eligibility **Career Sub-Professional (First Level Eligibility)**

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years/ Months		
1	ADASII-DISBURSING-2024-002	BACHELOR OF SCIENCE IN HOTEL AND RESTAURANT MANAGEMENT	FINANCIAL PLANNING COURSES	40	CASH OFFICE CLERK	1 YEAR AND 7 MONTHS	CSC SUB PROFESSIONAL	QUALIFIED
2	ADASII-DISBURSING-2024-004	BEED MAJOR IN SPECIAL EDUCATION	SEMINAR-WORKSHOP ON CASH HANDLING	8	FINANCE OFFICER	2 YEARS AND 5 MONTHS	RA 1080 (TEACHER)	QUALIFIED
3	ADASII-DISBURSING-2024-006	BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION MAJOR IN MARKETING MANAGEMENT	DISBURSING OFFICER CASH FLOW MANAGEMENT TRAINING	16	TELLER	5 YEARS AND 1 MONTH	CSC PROFESSIONAL	QUALIFIED
4	ADASII-DISBURSING-2024-007	BACHELOR OF SCIENCE IN BIOLOGY	ADVANCED SIGNATURE VERIFICATION & BANK FRAUDS	8	ACCOUNTS SERVICE ASSISTANT I	2 YEARS AND 6 MONTHS	PD 907	QUALIFIED
5	ADASII-DISBURSING-2024-013	BEED MAJOR IN PRE-ELEMENTARY EDUCATION	BASIC BOOKKEEPING AND ACCOUNTING FOR NON ACCOUNTANTS ONLINE TRAINING	8	TREASURY STAFF	5 YEARS	RA 1080 (TEACHER)	QUALIFIED
6	ADASII-DISBURSING-2024-014	BACHELOR OF SCIENCE IN BIOLOGY	BASIC CASHIERING TRAINING	8	BANK TELLER ; PPS BRANCH ASSISTANT	4 MONTHS ; 8 YEARS AND 3 MONTHS	CSC PROFESSIONAL	QUALIFIED
7	ADASII-DISBURSING-2024-015	BSIT - AT LEAST 2 YEARS IN COLLEGE	SEMINAR-WORKSHOP ON CASH HANDLING	8	CASHIER	1 YEAR & 6 MONTHS	CSC PROFESSIONAL	QUALIFIED

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			Title	Hours	Details	Years/ Months		
8	ADASII-DISBURSING-2024-016	BACHELOR OF SCIENCE IN COMMERCE MAJOR IN MANAGEMENT ACCOUNTING	KNOWING ABOUT FRAUD AND MONEY LAUNDERING	8	ACCOUNTING AND LOANS SUPPORT ASSISTANT	11 YEARS AND 2 MONTHS	CSC PROFESSIONAL	QUALIFIED

Prepared and certified correct by:


DIANNE L. FERNANDEZ

Human Resource Management Officer

Date: 11/7/24