INITIAL EVALUATION RESULT (IER)

Position: **Administrative Assistant III - Payroll**
Salary Grade and Monthly Salary: **SG - 9 (P 22,219.00)**
Qualification Standards:

Education	Completion of two years studies in college
Training	1 year relevant experience
Experience	4 hours of relevant training
Eligibility	Career Service (Subprofessional) First Level Eligibility
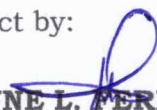
No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years/Months		
1	ADASIII-OSDS-2024-002	COLLEGE GRADUATE-BSED	2024 VISAYAS CLUSTER ASSEMBLY ON RESPONSIBLE PUBLIC SECTOR UNIONISM	24	ADMINISTRATIVE AIDE VI	2 YRS & 9 MONTHS	R.A 1080 TEACHER	QUALIFIED
2	ADASIII-OSDS-2024-003	BSED-ENGLISH	BOOKKEEPING WITH QUICKBOOKS ONLINE	15	AUDIT SPECIALIST	2 YRS	R.A 1080 TEACHER	QUALIFIED
3	ADASIII-OSDS-2024-004	BEED-ECE	BASIC BOOKKEEPING AND ACCTG FOR NON-ACCOUNTANTS ONLINE TRAINING	8 HOURS	ADMINISTRATIVE AIDE VI	2 YRS & 2 MONTHS	R.A 1080 TEACHER	QUALIFIED
4	ADASIII-OSDS-2024-005	BSIT	BOOKKEEPING NC III		ASSET MANAGEMENT OFFICER/INVTY ANALYST/ACCTG STAFF	14 YEARS	CSC PROF	QUALIFIED
5	ADASIII-OSDS-2024-006	BSBA-FINANCIAL MGT	BOOKKEEPING WITH QUICKBOOKS ONLINE	15 HRS	ACCOUNTING SUPERVISOR	6 YEAR & 5 MOS	CSC PROF	QUALIFIED
6	ADASIII-OSDS-2024-007	BSED-TLE	BASIC COMPUTER LITERACY	80 HRS	BRANCH ADMIN/CASHIER	1 YR & 11 MONTHS	R.A 1080 TEACHER	QUALIFIED

Prepared and certified correct by:

DIANNE L. FERNANDEZ
Human Resource Management Officer
Date: 11/7/24