

INITIAL EVALUATION RESULT (IER)

Position: Administrative Assistant II (Disbursing Officer)


Salary Grade and Month SG - 8 (P 21,448.00)

Qualification Standards:

- Education Completion of two years studies 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	ADAS2-DISB-2025-001	BACHELOR OF SCIENCE IN INDUSTRIAL TECHNOLOGY	PUBLIC FINANCIAL MANAGEMENT FOR BARANGAYS_ET_AL	24	BARANGAY CLERK	3 YEARS & 1 MONTHS	CSC PROFESSIONAL	QUALIFIED
2	ADAS2-DISB-2025-004	BACHELOR OF SCIENCE IN ACCOUNTANCY	SEMINAR ON THE ANTI-MONEY LAUNDERING LAW	8	BRANCH MANAGER	10 YEARS & 5 MONTHS	CSC PROFESSIONAL	QUALIFIED

Prepared and certified correct by:


DIANNE L. FERNANDEZ

Human Resource Management Officer
Date: SEP 04 2025

INITIAL EVALUATION RESULT (IER)

Position: Administrative Assistant II (Disbursing Officer)

Salary Grade and Mon SG - 8 (P 21,448.00)

Qualification Standards:

Education

Completion of two years studies 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	ADAS2-DISB-2025-002	BACHELOR OF ELEMENTARY EDUCATION	EFFECTIVE CASHIER SKILLS AND CASH HANDLING EXCELLENCE TRAINING	4	EXECUTIVE STAFF	1 YEAR & 3 MONTHS	LET	DISQUALIFIED
2	ADAS2-DISB-2025-003	BACHELOR OF SECONDARY EDUCATION MAJOR IN MAPEH	NONE	NONE	MAINTENANCE STAFF	4 YEARS & 3 MONTHS	LET	DISQUALIFIED
3	ADAS2-DISB-2025-005	COMPUTER PROGRAMMING	BASIC ACCOUNTING TRAINING	8	OFFICE SUPERVISOR	5 YEARS	CSC PROFESSIONAL	DISQUALIFIED

Prepared and certified correct by:



DIANNE L. FERNANDEZ

Human Resource Management Officer

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