

**INITIAL EVALUATION RESULT (IER)**

**Position:** REGISTRAR I  
**Salary Grade and Monthly Salary:** SG 11 27,000.00

**Qualification Standards:**

**Education** BACHELOR'S DEGREE  
**Training** NONE REQUIRED  
**Experience** NONE REQUIRED  
**Eligibility** CAREER SERVICE (PROFESSIONAL)/ SECOND LEVEL ELIGIBILITY

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years		
1	REG1-2023-001	BACHELOR IN SECONDARY EDUCATION MAJOR IN SOCIAL SCIENCE	Basic First Aid Training, Date: October 28, 2022, 3 hours ; Faculty Development Workshop on Designing Assessment Tool to Measure Learning Outcomes in WBC, Date: September 30, 2022, 8 Hours ;	4+ HOURS	VPAA/CAS Secretary, September 5, 2022- June 30, 2023 ; Teacher - Lakewood School of Alabang, June 2015 - August 2022 ; Teacher - Mary Immaculate School, June 2011 - March 2015	12+ YEARS	LET	QUALIFIED
2	REG1-2023-005	BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION	Advance Computer Skills Training, Date: 03/03-14/23, Number of Hours: 80 , Early childhood Development Teacher Skills Trainings Date: 02/18-27/23 Hours: 80, Upskilling Educational Skills International Seminar Date 2/8-17 Hours: 80, Ethnomathematics and Culturally Relevant Mathematics Education in the Phil. Date: 10/28/22, Communication Stem Through Storytelling Date: 7/18/-22/22 Hours: 12, Facing the Challenges of Teaching Elementary Mathematics, Date: 7/18-22/22 Hours: 20, The 7E's Teaching Physics, Date 5/23/22 Hours: 8 , The 7E's in Teaching Chemistry Date: 04/5 8/22 Hours: 16	4+ HOURS	Record Officer - Victory Christian International School, Date: 2/15/22-Present ; Tele-Sales - Total Dev Multi Purpose Cooperative Date: 11/22/20-02/01/2022, Elementary Teacher - Daughters of Mary Immaculate School Date 05/12/17-03/30/20	6+ YEARS	LET	QUALIFIED
3	REG1-2023-006	BACHELOR OF ARTS IN POLITICAL SCIENCE CERTIFICATE TEACHING PROGRAM (24 UNITS EARNED)	TITLE OF TRAINING: CAREER ENTRY COURSE FOR SOFTWARE DEVELOPERS USING JAVA NCV4 DATE: 09/01/2014-10/01/201 NO. HOURS 240; BASIC RADIO OPERATION TRAINING FOR MOTOROLA ATSS500, DATE 03/21/2014, NUMBER OF HOURS 12	4+ HOURS	POSITION: PURCHASING STAFF LESLIE CORPORATION , DATE: 02/02/2015-10/07/2015	5 MONTHS	LET	QUALIFIED
4	REG1-2023-007	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY-MAJOR IN SOCIAL SCIENCE CERTIFICATE IN TEACHING PROGRAM GRADUATE	8th Division Research Conference July 1, 2023 8 Hours Computer Systems Servicing (National Certificate II) April 27, 2023 280 Hours Orientation and Re-training for GSIS Authorized Liaison Officers (LO) October 25, 2022 8 Hours Project Resilience in Education (RED) : Level 2, 2-day Comprehensive Standard Basic First Aid (Batch 3) September 1, 2022 8 Hours	4+ HOURS	Administrative Assistant III-Schools Division Office - Muntinlupa City March 27, 2019 - Present Administrative Aide VI Schools Division Office - Muntinlupa City August 26, 2016 - March 26, 2019 Administrative Aide VI(City Government of Muntinlupa/ (Cupang Elementary School Main) January 1, 2015-August 25, 2016 Computer Instructor-Sucat Elementary School Alternative Learning System Center June 7, 1999-June 6, 2016 Clerk-City Government of Muntinlupa/ (Sucat Elementary School Main) October 16, 1997-April 6, 2003	24+ YEARS	CSP CSSP	QUALIFIED
5	REG1-2023-008	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY	CONFERENCE ON THE ADMINISTRATION AND MANAGEMENT OF PROPERTY AND SUPPLY (CAMPS), APRIL 29, 2023, 20 HOURS, TRAINING OF IMPLEMENTERS ON KILOS-UNLAD SOCIAL CASE MANAGEMENT, DATE: JANUARY 30, 2023, 32 HOURS, PANTAWID PAMILYA LEADERSHIP DEVELOPMENT AND SKILLS ENHANCEMENT, DATE:OCTOBER 17, 2022, 16 HOURS, BASIC ORIENTATION ON RECORDS ARCHIVES MANAGEMENT FOR NEWLY DESIGNATED RECORDS MANAGEMENT OFFICER, DATE: MARCH 25, 2022, 8 HOURS	4+ HOURS	ADMINISTRATIVE ASSISTANT III - DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT, JUNE 8, 2020-PRESENT, ADMINISTRATIVE ASSISTANT I - DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT, JUNE 24, 2018-DECEMBER 31, 2019, INFORMATION TECHNOLOGY HELPDESK - ALL VALUE HOLDINGS CORPORATION,SEPTEMBER 16, 2017-MAY 31, 2018, INFORMATION TECHNOLOGY NETWORK SPECIALIST- AVIA MANAGEMENT GROUP INC., DECEMBER 8, 2016-MAY 31, 2017, GAMING ASSISTANT - KING OF SPORTS, DATE: APRIL 26, 2016 TO DECEMBER 31, 2016	4+ YEARS	CSP CSSP	DISQUALIFIED DID NOT SUBMIT DOCUMENTARY REQUIREMENT LETTER D (COPY OF CERTIFICATE OF ELIGIBILITY)
*****NOTHING FOLLOWS*****								

Prepared and certified correct by:

  
**ANGELA M. FRANCISCO**

Administrative Officer IV (HRMO II)

Date: August 01, 2023



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