

**INITIAL EVALUATION RESULT (IER)**

Position: Assistant Professor II  
 Salary Grade and Monthly Salary: SP-27, 27,000.00

**Qualification Requirements:**

**EDUCATION:** Completion of two year studies in college or High School Graduate with relevant educational/trade course

**EXPERIENCE:** 1 year of relevant experience

**TRAINING:** 4 years of relevant training

**QUALIFICATION:** Relevant MC 11 & 19B, Career Service (Subordinate)/First Level Eligibility

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Grade	Years		
1.	ADAK2 2023 2 001	BACHELOR OF SCIENCE IN OFFICE ADMINISTRATION	HUMAN RESOURCE MANAGEMENT TRAINING, Date: July 3, 2020, Number of Hours: 3 Hours BASIC COMPUTERS TRAINING, Date: AUGUST 25, 2020, Number of Hours: 3 Hours EFFECTIVE OFFICE ADMINISTRATION, Date: AUGUST 23, 2020, Number of Hours: 3 Hours FACILITY MANAGEMENT TRAINING, Date: October 26, 2020, Number of Hours: 3 Hours	44 hours	SFL, DISBURSING OFFICER/ADMINISTRATIVE ASST IV MUMBAI NATIONAL HIGH SCHOOL, SEPTEMBER 22, 2002 TO PRESENT ACTING CASHIER - MHSB, JANUARY 19, 2021 TO SEPTEMBER 22, 2022 SUTIC CLERK OFFICER - MUMBAI NATIONAL HIGH SCHOOL, MAY 24, 2002 TO NOVEMBER 3, 2020 ACTING BOOKBINDER - MUMBAI NATIONAL HIGH SCHOOL, JANUARY 1, 1996 TO NOVEMBER 1, 1997	4 YEARS AND 4 MONTHS	10B AND 10B0	DISQUALIFIED  (NO THE FROM POST HELD CERTIFICATE OF REGISTRATION)
1.	ADAK2 2023 2 000	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY - 12 UNITS OF COURSE (CERTIFICATE OF MATRICULATION ONLY)	TURNER AND DEVELOPMENT TRAINING: LEADERSHIP ABILITY AND TRANSFORMATION IN WORKING ATTITUDES TOWARDS WORK, Date: JUNE 23, 2023, Number of Hours: 8 Hours FIRE SAFETY AWARENESS TRAINING, Date: APRIL 17, 2023, Number of Hours: 8 Hours FIRE DRILL TRAINING, Date: APRIL 17, 2023, Number of Hours: 8 Hours Title of Training: BUDGET FORMULATION WORKSHOP FOR SCHOOLS: CRAFTING OF CALENDAR YEAR 2023 PROJECT PROFILE, PROJECT PROCUREMENT MANAGEMENT PLAN, ANNUAL PROCUREMENT PLAN, AND ANNUAL PROCUREMENT PLAN - COMMON USED SUPPLY REQUIREMENT, Date: NOVEMBER 21-23, 2023, Number of Hours: 24 Hours Title of Training: CODE OF CONDUCT FOR GOVERNMENT EMPLOYEES (EMPLOYEE ACT 1947, CYBERLAW AND THE SAFE SPACES ACT (REPUBLIC ACT 1313), BAWAL PARTS LAW AND HARMONIZED ORDER AND DEVELOPMENT) GUIDELINES TRAINING WORKSHOP, Date: OCTOBER 06, 2022, Number of Hours: 8 Hours Title of Training: OAD SEMINAR "ONE OF US ONLY FAIR LANDS" IN THE WORKPLACE, Date: OCTOBER 03, 2022, Number of Hours: 8 Hours Title of Training: PROJECT RESIDENTS IN EDUCATION (BEE, LEVEL 2 & 3 - TAX COMPREHENSIVE STANDARD BASIC POSTAGE (PART 1)), Date: AUGUST 30, 2023, Number of Hours: 8 Hours Title of Training: BEST PRACTICES AND REMEDIES TOWARDS CONTINUOUS OR ALTY DISABILITY, Date: APRIL 24 - 25, 2022, Number of Hours: 16 Hours Title of Training: WEBINAR / TRAINING SEMINAR ON SOCIAL, TSP AND TROCKS AND DIGITAL CERTIFICATE USING MAIL MERGE SCHOOL-BASED, Date: SEPTEMBER 12, 2020, Number of Hours: 8 Hours Title of Training: WEBINAR / TRAINING IN EDUC. PRESENTATION, Date: SEPTEMBER 12, 2020, Number of Hours: 8 Hours	44 hours	Teacher ADMIN ASST / LDC ORDER - MUMBAI NATIONAL HIGH SCHOOL, Date: NOVEMBER 05, 2020 - PRESENT PHARM: PHARMAL CLERK - PHARM NAGAR HOSPITALS COMPANY INCORPORATED, Date: MARCH 14, 2023 - OCTOBER 07, 2020 PHARM: PHARM DRUG DEVELOPER - OSANGE PHARMA DISTRIBUTOR, Date: JUNE 01, 2016 - JANUARY 13, 2020	4 YEARS AND 4 MONTHS	10B	QUALIFIED
3.	ADAK2 2023 2 008	BACHELOR OF ELEMENTARY EDUCATION	ANNUAL REFLECTIONS CONCERNING (APCOW) 2021 LEARNING RECOVERY TO LEARNING REINFORCE, DATE: JANUARY 26-27, 2023, 16 HOURS ANNUAL EDUCATION CONCERNING (AECOW) 2022 WORKING IN KERALA INSTITUTIONAL (KIR) AND OTHER BASED PRACTICES FOR A LEARNER-CENTRED SCHOOL, JANUARY 27-28, 2022, 16 HOURS IN INTERNATIONAL TEACHER EDUCATION CONFERENCE WITH THE THEME "THE TEACHER EDUCATION INSTITUTIONS (EXISTING AND AFTER THE PANDEMIC)" DECEMBER 6-9, 2021, 16 HOURS DATA PRIVACY AND PROTECTION TRAINING, JUNE 2 3, 2021, 5.7 HOURS PROFESSIONALISM IN THE WORKPLACE, MAY 29, 2021, 4 HOURS ONLINE RESOURCES FOR REMOTE TEACHING AND LEARNING, JULY 14, 2021, 2 HOURS	44 hours	ADMINISTRATIVE ASSISTANT II - MHSB, 2018 JULY 11, 2013 - PRESENT	3 YEARS AND 9 MONTHS	10T	QUALIFIED

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No.	Applicant Code	Education	Training		Experience		Age	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years		
4	ADMS 2023-2-000	Bachelor of Science in Business Administration Major in Management College of Teaching Program (CTP) Marikina Business Administration (MBA) 25 Units	Leadership for College Teacher Training Program Date: August 24, 2018 - December 06, 2020 Number of Hours: 64 HRS	44 Hours	Overseas Practical Aid Date: August 20, 2022 (Present)  Accounting Staff Date: August 27, 2014 to December 8, 2015  Project Development Officer II Date: August 8, 2013 to December 31, 2014	4 YEARS AND 4 MONTHS	127	QUALIFIED
5	ADMS 2023-2-006	BACHELOR OF SECONDARY EDUCATION MAJOR IN SOCIAL SCIENCE	INSERVICE TRAINING FOR HS/TEACHERS (Global Learning) Date: JULY 26-30 2022, Hours: 24 HRS	44 Hours	Senior High School Teacher Date: August 2021 to July 2023	1 YEAR AND 11 MONTHS	127	QUALIFIED
6	ADMS 2023-2-001	BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY (BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY) CERTIFICATE OF TEACHING PROGRAM (16 UNITS BARRO) (16 UNITS BARRO)	Enhanced Customer Service Training Date: September 5-7, 2023, Number of Hours: 24 Hours  Dmp Bootcamp and Learn Together (DEALT) Program Rapid Practical Hack for Office Employees Date: November 23-25, 2022, Number of Hours: 24 Hours	44 Hours	ADMINISTRATIVE AIDE VI - SOO Muntinlupa Date: November 2, 2022 - PRESENT  LABORATORY TECHNICIAN I - RESEARCH INSTITUTE FOR TROPICAL MEDICINE Date: October 1, 2020 - May 31, 2022  LABORATORY AIDE II - RESEARCH INSTITUTE FOR TROPICAL MEDICINE Date: July 19, 2017 - September 31, 2020  Warehouse Man - First Data Corporation Date: February 1, 2017 - July 12, 2017  MERCHANDISING CONSULTANT/STOCK CLERK - Edephon Date: June 1, 2015 - January 1, 2016  MERCHANDISING CONSULTANT/STOCK CLERK - Goodson Date: September 1, 2014 - April 1, 2015  Cashier - Federal Mail Date: April 1, 2012 - September 1, 2012  Inventory Clerk - Kerisa Apparel Date: April 1, 2011 - May 1, 2011  Sales Assistant - Pangoli, Mula Date: October 1, 2010 - February 1, 2011  Warehouse Man - World Supermarket Date: July 1, 2009 - October 1, 2009  Business Working Associate - ARQUATEX Inc. PMA Services, Inc. Date: August 1, 2009 - December 25, 2008	16 YEARS AND 6 MONTHS	127 AND 128	QUALIFIED
7	ADMS 2023-2-003	BACHELOR OF SCIENCE IN LABORATORY THERAPY	QAD 101 & SEMINAR ON SOCIAL MANAGEMENT IN THE WORKPLACE Date: JUNE 19, 2019, Number of Hours: 8 HOURS  HIGH AND BAWI PANGALAGAY TURKISH SA SEXUAL ORIENTATION GENDER IDENTITY AND EXPRESSION (HOGE) VIA ZOOM MEETING PLATFORM Date: JUNE 20, 2021, Number of Hours: 4 HOURS  JUMP ALLY THINGS VIA ZOOM PLATFORM Date: JUNE 30, 2021, Number of Hours: 4 HOURS  PROFESSIONALISM IN THE WORKPLACE Date: AUGUST 6, 2021, Number of Hours: 4 HOURS  SAFE SPACES, SMALL TALK AN ONLINE FORUM ON PROVIDING SAFE SPACES FOR WOMEN AND CHILDREN. Date: NOVEMBER 10, 2021  BASIC LIFE SUPPORT AND FIRST AID TRAINING AUGUST 21, 2022, Number of Hours: 8 HOURS  PROJECT RESILIENCE IN EDUCATION (PEER LEVEL 1-2) (A COMPREHENSIVE STANDARD BASIC FIRST AID BATCH 2) Date: AUGUST 31, 2022, Number of Hours: 8 HOURS  PROFESSIONALISM IN THE WORKPLACE AND GENDER PAIR LANGUAGE 101 OR 11313 SAFE RESCUE ACT Date: NOVEMBER 4, 2020, Number of Hours: 8 HOURS	44 Hours	ADMINISTRATIVE ASSISTANT I (COMPUTER OPERATOR & MULTIMEDIA BUSINESS DEVELOPMENT) - MASH MARCH 4, 2019 - PRESENT  DEPARTMENT SUPERVISOR CITIZENSHIP INC. ALABANG OCTOBER 1, 2017 - APRIL 4, 2019  STORE SUPERVISOR PLANT GUYS INC. NOVEMBER 28, 2014 - FEBRUARY 28, 2015  BUSINESS UNIT HEAD-FAMILY RECEPTION UNLIMITED INC. APRIL 7, 2007 - SEPTEMBER 15, 2009  DEPARTMENT HEAD-RODRIGUEZ SUPERMARKET CORPORATION JUNE 6, 2006 - AUGUST 9, 2006  STORE MANAGER ADERF INC. POLDED & BIRU FEBRUARY 7, 2005 - AUGUST 9, 2005  Jr. MANAGER - G2 INC. FEBRUARY 6, 2004 - OCTOBER 12, 2004  SALES ASSOCIATE TURBY FASHION INC. NOVEMBER 26, 2002 - SEPTEMBER 18, 2003	16 YEARS AND 6 MONTHS	128	QUALIFIED

\*Reference only\*

Prepared and verified by:

  
**ARZELA FRANCISCO**  
 Administrative Officer IV (HUM-III)  
 Date: November 26, 2023