

**INITIAL EVALUATION RESULT (IER)**

Position:  
Salary Grade and Monthly Salary:  
Qualification Standards:

**Administrative Assistant II (Disbursing Officer II)-Batan Academy**  
**8 / 21448.00**

Education: **Completion of 2 years of studies in college (prior to 2018),or Completion of Grade 12/Senior High School (starting 2016)\***

Training: **Four (4) hours of relevant training**  
Experience: **one (1) year relevant experience**  
Eligibility: **Career Service (Sub-Professional); First Level Eligibility**

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years		
1	DM695ADAS2BTNCDMY-01-2025	Bachelor of Science in Computer Engineering	NO RELEVANT TRAINING		NO RELEVANT EXPERIENCE		Career Service Professional Examination Career Service Subprofessional Examination	DISQUALIFIED
2	DM695ADAS2BTNCDMY-02-2025	Bachelor of Science in Criminology Master in Public Administration (36 units)	NO RELEVANT TRAINING		NO RELEVANT EXPERIENCE		Licensure Examination for Criminologists	DISQUALIFIED
3	DM695ADAS2BTNCDMY-03-2025	BACHELOR OF SECONDARY EDUCATION MAJOR IN FILIPINO MASTER OF ARTS IN TEACHING FILIPINO - 9 UNITS	1. BASIC ICT TOOLS FOR TEACHING & LEARNING = 30/08/2025-30/08/2025 = 8 HOURS □ 2. INFORMATION SESSION: INTERNET OF THINGS = 3/25/2025-3/25/2025 = 4 HOURS □ 3. INFORMATION SESSION: DATA PRIVACY AWARENESS = 3/25/2025-3/25/2025 = 4 HOURS 4. 10-DAY ICT SKILLS TRAINING FOR TEACHER 1 APPLICANTS = 3/17/2025-3/28/2025 = 80 HOURS 5. CHILD PROTECTION ELEARNING COURSE FOR EDUCATORS = 3/3/2025-4/6/2025 = 240 HOURS □ 6. ILSA FOR MATH AND SCIENCE LITERACY - ASSESSMENT FRAMEWORK = 2/15/2025-2/15/2025 = 4 HOURS □ 7. VIRTUAL TRAINING ON RECALIBRATING LEADERSHIP SKILLS AND COMPETENCE TO LEAD STRATEGICALLY= 1/29/2025-1/31/2025 = 24 HOURS □ 8. NEAP MASTERCLASS - RECONCEPTUALIZING TEACHER IDEOLOGY IN MULTILINGUAL ENGLISH LANGUAGE CLASSROOMS: AN ACELT SEED PROJECT= 11/29/2024-11/29/2024 = 3 HOURS □ 9. MASTER CLASSES FOR KINDERGARTEN TEACHERS ACROSS ALL LEARNING AREAS = 11/25/2024-11/29/2024 = 20 HOURS □ 10. FACILITATING TEACHING AND LEARNING: STRATEGIES FOR AN INTERACTIVE CLASSROOM= 08/31/2024-08/31/2024 = 8 HOURS □ 11. MASTERCLASS ON DESIGNING MATATAG-READY SCIENCE AND MATH CLASSES = 08/17/2024-08/31/2024 = 17 HOURS □ 12. KNOWLEDGE CHANNEL FOUNDATION AND DEPARTMENT OF EDUCATION'S TEACHER CONFERENCE ON TEACHING READING AND MATHEMATICS WITH WIKAHARIAN, READY, SET, READ!, AND MATHDALI = 07/15/2024-07/16/2024 = 8 HOURS □ 13. 4Rs TRAINING FOR WOMEN AND CHILDREN PROTECTION = 07/01/2024-07/30/2024 = 240 HOURS □ 14. MATATAG CURRICULUM SEMINAR FOR TEACHERS = 07/01/2024-07/05/2024 = 24 HOURS □ 15. MID-YEAR SCHOOL BASED IN-SERVICE TRAINING FOR TEACHERS SY 2022-2023 = 02/06/2023-02/10/2023 = 40 HOURS □ 16. 2ND NATIONAL PILLARS OF JUSTICE AND KEY PARTNERS ENHANCEMENTS SEMINAR TRAINING FOR THE WELFARE OF CHILDREN, WOMEN AND FAMILIES = 10/12/2022-10/14/2022 = 24 HOURS □ 17. TELEVISED VIRTUAL IN-SERVICE TRAINING FOR TEACHERS 3.0 = 08/08/2022-08/11/2022 = 32 HOURS □ 18. TEN-DAYS SKILLS TRAINING WORKSHOP ON INFORMATION AND	MORE THAN 40 HOURS	NO RELEVANT EXPERIENCE		RA 1080 (PROFESSIONAL TEACHER)	DISQUALIFIED

No.	Application Code	Education	Training		Experience		Eligibility	Remarks (Qualified or Disqualified)
			Title	Hours	Details	Years		
4	DM695ADAS2BTNCDMY-04-2025	Bachelor of Science in Accountancy	AMLC REGISTRATION AND REPORTING GUIDELINES (ARRG) COURSE□ 11/12/2025-11/12/2025 3 hrs. ANTI-MONEY LAUNDERING AND COUNTER-TERRORISM FINANCING (AML/CTF) FUNDAMENTALS COURSE□ 09/12/2025-09/12/2025 3hrs AMLC REGISTRATION AND REPORTING GUIDELINES (ARRG) COURSE□ 05/12/2025-05/12/2025 3 hrs. TARGETED FINANCIAL SANCTIONS (TFS) COURSE□ 29/08/2024-29/08/2024 3 hrs. AMLC REGISTRATION AND REPORTING GUIDELINES (ARRG) COURSE□ 22/08/2024-22/08/2024 3 hrs. ANTI-MONEY LAUNDERING AND COUNTER-TERRORISM FINANCING (AML/CTF) FUNDAMENTALS COURSE□ 20/08/2024-20/08/2024 3 hrs. BRIEFING ON EASE OF PAYING TAXES (EOPT) R.A. NO. 11928□ 13/06/2024-13/06/2024 8 hrs. STRENGTHENING BSP REPORTORIAL PROCEDURES: APXI-XML REPORT□ 16/08/2023-16/08/2023 8 hrs. ANTI-MONEY LAUNDERING AND COUNTER-TERRORISM FINANCING (AML/CTF) FUNDAMENTALS WEBINAR FOR COVERED PERSONS□ 23/08/2022-23/08/2022 3 hrs. AMLC REGISTRATION AND REPORTING GUIDELINES (ARRG) WEBINAR FOR COVERED PERSONS□ 17/08/2022-17/08/2022 3 hrs. PRACTICAL GUIDE FOR DISCLOSURE PREPARATION UNDER PFRS9□ 07/04/2022-08/04/2022 16 hrs. ACCOUNTING FOR NON-ACCOUNTANTS: UNDERSTANDING THE LANGUAGE OF BUSINESS□ 21/03/2022-22/03/2022 16 hrs.	54 HOURS	RURAL BANK OF MAKATO (AKLAN), INC. JUNE 19, 2017- PRESENT SAINT GABRIEL MEDICAL CENTER, INC. JULY 16, 2015-JUNE 19, 2017	10 YEARS	CAREER SERVICE EXAMINATION- PEN AND PAPER TEST (CSE-PPT) PROFESSIONAL LEVEL□	QUALIFIED
5	DM695ADAS2BTNCDMY-05-2025	Bachelor of Science in Business Administration major in Financial Management	10 dayskills training workshop on ICT July 19-23;25-29,2022 Semi-Annual workshop on the preparation of financial accountability with IUs 11/19-21/2025	MORE THAN 40 HOURS	ACCOUNTING STAFF-GLOBAL FIX OCT 2016-FEB 2020 LOANS PROCESSOR-FIRST STANDARD FINANCE CORP	4 YEARS & 9 MONTHS	CAREER SERVICE EXAMINATION- PEN AND PAPER TEST (CSE-PPT) PROFESSIONAL LEVEL□	QUALIFIED
6	DM695ADAS2BTNCDMY-06-2025	Bachelor of Science in Fisheries	NO RELEVANT TRAINING		COS - Napti Integrated School Feb 10, 2025-Dec 2025	10 months	RA 1080-FISHERIES TECHNOLOGIST	DISQUALIFIED
7	DM695ADAS2BTNCDMY-07-2025	Bachelor of Secondary Education major in Filipino Master of Arts in Teaching Filipino (36 units)	1. 10-Day ICT Skill Training for Teacher I Applicants/March 17-28, 2025/80 hours 2. In-Service Training for Teachers (INSET)/November 25-29, 2024/40 hours 3. Child Protection ELearning Course for Educators/May 13, 2024-June 30, 2024/280 hours 4. In-Service Training for Teachers (INSET)/January 24-26, 29-30, 2024/40 hours 5. International Training on Managing 21st Century Schools/October 28-29, 2023/16 hours	MORE THAN 40 HOURS	NO RELEVANT EXPERIENCE		RA 1080 (Professional Teacher)	DISQUALIFIED
8	DM695ADAS2BTNCDMY-08-2025	BACHELOR OF SECONDARY EDUCATION	- BASIC ICT TOOLS FOR TEACHING AND LEARNING / 8/30/2025 - 8/30/2025 / 8 HOURS - TURN VIDEO LESSON COME TO LIFE: THE ENGAGING POWER OF EDPuzzle / 04/26/2025 - 04/26/2025 / 3 HOURS - 10-DAY ICT SKILL TRAINING FOR TEACHER I APPLICANTS / 03/17/2025 - 03/28/2025 / 80 HOURS	8 HOURS	NO RELEVANT EXPERIENCE		LICENSED PROFFESIONAL TEACHER	DISQUALIFIED
9	DM695ADAS2BTNCDMY-09-2025	Bachelor of Science in Accountancy Master in Public Administration - 33 units	BOOKKWWPING AND CASH HANDLING MAR 12-13,2022	16 HOURS	TELLER-OVERSEAS MONEYEXPRESS CORP-APRIL 2012 OCT 2012 OPERATIONS MANAGER-AKLAN ZION VENTURES -FEB 2024-PRESENT	2 YEARS	Career Service Professional Examination	QUALIFIED
10	DM695ADAS2BTNCDMY-10-2025	DIPLOMA IN OFFICE SKILLS AND MANAGEMENT	Records and Archives Management/ December 19, 2025/ 2 hours Effective Office Administration/ December 19, 2025/ 2 hours Efficient Data Management and Recordkeeping/ December 18, 2025/ 2 hours Inventory Management/ December 17, 2025/ 2 hours Bookkeeping for Non-Accountants/ December 15, 2025/ 2 hours	10 HOURS	Alorica Pacific Rim Inc/ December 11, 2006 to October 25, 2012 Cognizant Technology Solutions Philippines Inc/ October 25, 2012 to September 19, 2025	24 YEARS	Career Service Professional Examination	QUALIFIED

Prepared and certified correct by:

  
**MARLYN T. BEREBER**

Administrative Officer IV  
Date: January 15, 2026