

DSWD Field Office VIII  
 Human Resource Planning and Performance Management Section

**NOTICE OF SHORTLISTED APPLICANTS**

<b>DATE OF POSTING</b>	November 25, 2024 to December 9, 2024
<b>POSITION TITLE</b>	Administrative Aide IV
<b>PARENTHETICAL TITLE</b>	Budgeting Aide
<b>NAME OF OFFICE/ AREA OF ASSIGNMENT</b>	Financial Management Division – Budget Section
<b>EMPLOYMENT STATUS</b>	Permanent
<b>ITEM NUMBER</b>	OSEC-DSWDB-ADA4-749-2004
<b>COMPENSATION/SALARY GRADE</b>	Php 16,833.00
<b>DATE OF HRMPSB DELIBERATION</b>	February 20, 2025
<b>MINIMUM QUALIFICATION REQUIREMENTS</b>	
<b>EDUCATION</b>	Completion of two year studies in college (prior to 2018) or completion of Grade 12/Senior High School (starting 2018)
<b>TRAINING</b>	None required
<b>EXPERIENCE</b>	None required
<b>ELIGIBILITY</b>	Career Service Sub-Professional or First Level Eligibility

The names hereunder are the name of applicants assessed to be qualified and competent for consideration to the vacancy based on, but not limited, to education, training, experience, civil service eligibility (if applicable), performance rating (if applicable), relevant work accomplishment, competencies, personal traits, potential, work habit and written examination:

NO.	NAME	EDUCATIONAL BACKGROUND	ELIGIBILITY
1.	Phoebe Kates G. Abia	BS Entrepreneurship	CS Professional (PD 907)
2.	Violeta R. Cesar	BS Accountancy	CS Professional
3.	Alexandria T. Macayan	BS Accountancy	CS Professional
4.	April Rose G. Royo	BS Commerce	CS Professional
5.	Sheena E. Villas	BS Accountancy	CS Professional

Prepared by:

**MARSUAN B. ESPERAS**  
 AA II/ HRMPSB Secretariat

Noted by:

**MA. JESUSA O. GATDULA**  
 AO II/ OIC, HRPMS