

Republic of the Philippines
COMMISSION ON HIGHER EDUCATION
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the COMMISSION ON HIGHER EDUCATION in the CSC website:

MARCELO M. UY

HRMO

Date:

07-Apr-22

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide IV (Cash Clerk I)	CHED8-ADA4- 26-2004	4	14400	Completion of two (2) years of college	none required	none required	Civil Service (Sub- Professional) First Level Eligibility		Regional Office VIII, Tacloban City

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than April 25, 2022.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MAXIMO C. ALJIBE, PhD, DPM, CESO III
Director IV

Commission on Higher Education, CHED Bldg. Athletic Road, Quarry District, Tacloban City
chedro8@ched.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.