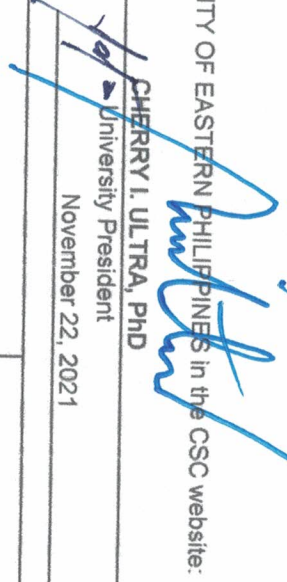


Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines
UNIVERSITY OF EASTERN PHILIPPINES
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 UNIVERSITY OF EASTERN PHILIPPINES in the CSC website:


CHERRY I. ULTRA, PhD
University President
Date: November 22, 2021

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Instructor I (Information Technology)	UEPB-INST1-6-2013	12	26,052.00	Master's degree in the field of specialization	None required	None required	None required; RA 1080 (for courses requiring BAR/Board eligibility)	Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, and achievement orientation; Basic in the following areas: research and development, extension competency, and leading change	UEP Main Campus
2	Instructor I (English)	UEPB-INST1-12-2013	12	26,052.00	Master's degree in the field of specialization	None required	None required	None required; RA 1080 (for courses requiring BAR/Board eligibility)	Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, and achievement orientation; Basic in the following areas: research and development, extension competency, and leading change	UEP Main Campus

3	Instructor I (English)	UEPB-INST1- 94-2002	12	26,052.00	Master's degree in the field of specialization	None required	None required	None required; RA 1080 (for courses requiring BAR/Board eligibility)	Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, and achievement orientation; Basic in the following areas: research and development, extension competency, and leading change	UEP Laoang Campus
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Interested and qualified applicants regardless of gender, civil status, age, disability, ethnicity, and members of the Indigenous Communities, and those from any Sexual Orientation and Gender Identities and Expression (SOGIE) should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **December 9, 2021**.

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:

CHERRY I. ULTRA, PHD

 President
 UEP, University Town, Northern Samar
uepnsofficial@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Handwritten signature/initials