


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: 05-Oct-21

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	Supervising Education Program Specialist (SEPS)	CHED8- SVEPS-39- 1998	22	68415	Masters degree or Certificate in Leadership & Management from the CSC	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Civil Service (Professional) First Level Eligibility	Supervisory Level Compe- tencies	Regional Office VIII, Tacloban City
2	Administrative Aide VI	CHED8- ADA6-40- 2004	6	16200	Completion of two (2) years of college	none required	none required	Civil Service (Sub- Profes-sional) 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 **October 22, 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 two (2) 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:

GEORGE M. COLORADO, Ph.D., CESO III
Director IV
CHED Bldg., Athletic Road, Quarry Dist., Tacloban City
chedro8@ched.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.